



State of Rhode Island and Providence Plantations  
**Department of State | Business Services Division**  
**Nellie M. Gorbea, Secretary of State**

June 12, 2017

St. Luke's Church in East Greenwich  
99 Peirce Street  
East Greenwich, RI 02818

RE: Corporation ID # 78248  
St. Luke's Church in East Greenwich

Dear Non-Profit Executive:

While implementing recent database upgrades at the Department of State, it came to our attention that your entity was created as a body corporate organized for a non-profit purpose (see enclosed documents). As a domestic non-profit corporation, your entity is subject to the provisions of Chapter 7-6 of the Rhode Island General Laws, including the requirement (1) to maintain a Registered Agent for service of process, and (2) to file an annual report with fee to maintain good standing as a non-profit corporation.

Please note that, pursuant to Section 7-6-91 of the Rhode Island General Laws, annual reports for non-profit corporations are due during the month of June. As such, we request that you complete and submit the enclosed Annual Report form, along with a check or money order for \$20 payable to "Secretary of State", as well as the Designation of Registered Agent form (no fee). We have enclosed a self-addressed stamped envelope for your use.

Failure to file may result in the revocation of your Certificate of Incorporation. In accordance with state law, non-profit corporations that fail to file an Annual Report by July 30, 2017 are subject to a penalty fee of \$25.

Please contact Cathy Albanese, Deputy Director of Business Services at 401-347-2180 with any questions.

Sincerely,

Nellie M. Gorbea  
Secretary of State