

Attachment E:
October 5, 2022 Email

Email from City to Hollywood Cares team confirming issuance of a City business license

Courtney Christy

From: Jason Lee <j@hollywoodunlocked.com>
Sent: Wednesday, October 5, 2022 12:09 PM
To: Shannon Anderson
Cc: Courtney Christy; Amelia Williamson; Lynel Washington; Jason Lee; Rob Smith
Subject: Re: HOLLYWOOD CARES FOUNDATION - Business License Application

CAUTION: This email originated from outside the City of Stockton. Do not click any links or open attachments if this is unsolicited email.

Thank you.

Rob keep for our records.

JASON LEE
FOUNDER / CEO
e: j@hollywoodunlocked.com

[WEBSITE](#) [INSTAGRAM](#) [FACEBOOK](#) [TWITTER](#) [YOUTUBE](#)

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On Oct 5, 2022, at 3:05 PM, Shannon Anderson <shannon@awaconsults.com> wrote:

Great news - thank you, Courtney!

On Oct 5, 2022, at 12:02 PM, Courtney Christy <Courtney.Christy@stocktonca.gov> wrote:

Good morning again,

Our business licensing team has confirmed the license has been set up. Your new account ID is 120748 and your license reference is #72407. The hard copy will be mailed out today.

You should feel free to also take a look at the City's [Vendor Self-Service Portal \(VSS\)](#). This is a newer platform that we are working on implementing with our Enterprise Resource System. This is not a pressing issue at this moment, but you are more than welcome to snoop around and start setting up your vendor profile, if/when you have some free time. This platform is intended to allow vendors more immediate access to processes like submitting insurance documentation and invoices and accessing copies of

contracts or records of payments. Again, not a make or break, but wanted to share it in case it was of interest.

We're looking forward to connecting tomorrow.

Thank you,
Courtney

From: Courtney Christy
Sent: Wednesday, October 5, 2022 9:19 AM
To: Amelia Williamson <amelia@awaconsults.com>
Cc: Shannon Anderson <shannon@awaconsults.com>; Lynel Washington <lynel@awaconsults.com>
Subject: RE: HOLLYWOOD CARES FOUNDATION - Business License Application

Thank you Amelia,

I'll send this over to Business Licensing and let you know as soon as I hear anything back.

Stay tuned. 😊
Courtney

From: Amelia Williamson <amelia@awaconsults.com>
Sent: Tuesday, October 4, 2022 6:55 PM
To: Courtney Christy <Courtney.Christy@stocktonca.gov>
Cc: Shannon Anderson <shannon@awaconsults.com>; Lynel Washington <lynel@awaconsults.com>
Subject: Re: HOLLYWOOD CARES FOUNDATION - Business License Application

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Good eve Courtney,

Resending revised application and requested attachments. I have added the Board officers to the application but let us know if a separate document is preferred.

Thanks again for all of your help!

Amelia

Principal & Chief Strategist
AWA Consults builds strategic bridges that connect philanthropy,
community and influence.
(310) 972 - 0489
www.Awaconsults.com

From: Courtney Christy <Courtney.Christy@stocktonca.gov>
Sent: Tuesday, October 4, 2022 12:12 PM
To: Jason Lee <j@hollywoodunlocked.com>
Cc: Shannon Anderson <shannon@awaconsults.com>; Amelia Williamson <amelia@awaconsults.com>; Rob Smith <rs@hollywoodunlocked.com>; Lynel Washington <lynel@awaconsults.com>
Subject: RE: HOLLYWOOD CARES FOUNDATION - Business License Application

Thank you, Jason.

The Business Licensing team has confirmed that the application itself looks good, they just need to collect the appropriate supporting documentation.

1. Letter of Exemption – Form 501C3
2. Articles of Incorporation
3. Current list of Officers, if different than, or not already provided in the Articles

One thing to note is that the address on the application appears to be different than what we're seeing on the initial review. If we can't tie the addresses together in the supporting documents (business v. mailing), we may have to submit a revised application noting different business/ mailing addresses. I just wanted to flag this early so we're ready to pivot in case the request for a revised application comes.

I'll submit everything on your behalf, once received, and keep this moving.

Thanks again,
 Courtney

From: Jason Lee <j@hollywoodunlocked.com>
Sent: Tuesday, October 4, 2022 10:24 AM
To: Courtney Christy <Courtney.Christy@stocktonca.gov>
Cc: Shannon Anderson <shannon@awaconsults.com>; Amelia Williamson <Amelia@awaconsults.com>; Jason Lee <j@hollywoodunlocked.com>; Rob Smith <rs@hollywoodunlocked.com>; Lynel Washington <lynel@awaconsults.com>
Subject: Re: HOLLYWOOD CARES FOUNDATION - Business License Application

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You rock Courtney!

Sidenote, I'm in Aruba watching the news about a potential serial killer in Stockton! Be safe.

JASON LEE
FOUNDER / CEO
 e: j@hollywoodunlocked.com

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On Oct 4, 2022, at 1:05 PM, Courtney Christy
<Courtney.Christy@stocktonca.gov> wrote:

Thank you Shannon,

The application has been submitted to our Business Licensing team with a request for expedited review. I will provide an update as soon as I have one.

From: Shannon Anderson <shannon@awaconsults.com>
Sent: Tuesday, October 4, 2022 9:58 AM
To: Courtney Christy <Courtney.Christy@stocktonca.gov>
Cc: Amelia Williamson <amelia@awaconsults.com>; Jason Lee <j@hollywoodunlocked.com>; Rob Smith <rs@hollywoodunlocked.com>; Lynel Washington <lynel@awaconsults.com>
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Good Morning, Courtney. Please let us know if all looks good on the attached application for you to walk it down and submit on our behalf — thank you again so much for that generous offer. I know you mentioned that fees were waived for nonprofits, but please do let us know if you need a credit card or other form of electronic payment for any incidentals to get this through ASAP.

We very much appreciate your assistance with expediting the process!

Warmest,
Shannon