



Garden Clubs of Idaho, Inc.

Group Tax Exemption Program

APPLICATION FORM

NOTE: Your club must be a member of GCII and a GCII District with dues paid for the current year before submitting this Application. The club must also comply with IRS and Idaho filing and reporting requirements.

1. Garden club name: _____

GCII District: _____

GCII Membership: New? ____ Yes ____ No

If Yes, date application and dues submitted: _____

2. Federal Employer Identification Number (EIN): _____ - _____

(Note: Your garden club must have an EIN assigned by the IRS in order to complete this form.)

3. Is your garden club a private foundation? Please initial the appropriate box below.

(Note: Garden clubs are generally NOT a "private foundation" within the meaning of the tax code. A determination by the IRS that your garden club is a private foundation will jeopardize your ability to receive tax-exempt status.)

Our garden club is **not** a private foundation

Our garden club **is** a private foundation

4. Contact information. (Please Print)

The IRS requires the listing of an address for each local garden club for which the 501(c)(3) tax exempt status is sought. If the club does not have a permanent address, the address of the current president should be used.

Name/Title _____

Address _____

City _____ ZIP _____

Telephone number _____ Email _____

5. Club Bylaws. Please attach a copy of your club bylaws and initial the box to indicate compliance.

We have reviewed the **IRS-APPROVED LANGUAGE** document and have checked to make sure that our club bylaws have all the language required by the IRS. **A copy of our Club Bylaws, as approved by our club and signed and dated by our club president and another officer, is attached to this document.**

6. Club activities. Please initial each box below.

a. Our club has agreed to the Articles of Affiliation. **A copy of the Articles of Affiliation, as approved by our club and signed by our club president, is attached to this document.**

b. We affirm that the major portion of our garden club's activities in the past year have been to pursue nonprofit, educational purposes as stated in the Articles of Affiliation.

c. **Attached is a list with descriptions of the activities** of our garden club that confirm the primary purpose of our non-profit organization as outlined in the Articles of Affiliation.

7. As the authorized representative for this garden club, I affirm that our garden club understands that: *Please initial the box below.*

- a. Our club will be relieved from having to file IRS Form 1023, *Application for Recognition of Exemption Under Section 501(c)(3) of the IRC*, and Form 1024 *Application for Recognition of Exemption Under Section 501(a)*.
- b. Our club will be subject to the general supervision of Garden Clubs of Idaho, Inc. as outlined in the Articles of Affiliation.
- c. Our club will be required to submit a financial report for its most recently ended fiscal year to GCII on or before the deadline specified by the GCII Group Tax Exemption Chairman.
- d. Our club will be responsible for its own Federal and State tax return filings. Garden Clubs of Idaho, Inc. does not file group tax returns.

Yes, I understand

8. Financial information. Please indicate which fiscal year: _____.

Attached is the financial report for our garden club's latest fiscal year.

9. Signature:

I attest that to the best of my knowledge, the above information is correct.

With the submission of this application, I affirm that our garden club wishes to be included in the Garden Clubs of Idaho, Inc. Group Tax Exemption Program. (This form must be signed by the club president.)

Signature: _____

Print name: _____

Title: _____ Date: _____

10. Submit this application with the attachments listed below.

- Signed copy of the **CLUB BYLAWS** as stated in item 5 above
- Signed copy of the **ARTICLES OF AFFILIATION** as stated in item 6(a) above
- LIST/ DESCRIPTION OF ACTIVITIES** as stated in item 6(c) above
- FINANCIAL REPORT** as stated in item 8 above

TO: Meghan Shepard, Chairman
GCII Group Tax Exemption Program
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Boise, ID 83709