

INFORMATION NEEDED FOR PREPARATION OF FEDERAL AND STATE TAX EXEMPTION APPLICATIONS AND CHARITABLE TRUST FILINGS:

- a. Employer Identification Number
- b. Corporation's background, and specific proposed activities
- c. Names, addresses and brief biographies of proposed officers and directors of the corporation
- d. Proposed compensation, if any, of officers and directors
- e. Does the corporation have a special relationship with any other organization? If so, please describe.
- f. If the corporation has members, provide information regarding the membership structure.
- g. What assets will the corporation use in its activities.
- h. What benefits and products or services will the corporation provide relative to its exempt function?
- i. What will the corporation change, if anything, for its services or products?
- j. If the corporation has members, will it limit its membership and if so, how?
- k. Number of anticipated employees and their compensation
- l. What are the proposed sources of funding?
- m. What is the nature of the corporation's proposed fund-raising program?
- n. Financial statements and/or a proposed budget i.e. balance sheet, income statement
- o. Describe the nature and extent of any proposed political activities
- p. Special schedules and supplemental information will be necessary if the corporation will operate a school, is a hospital or medical research organization, will operate a home for the aged, is a child care organization or the successor of a "for profit" corporation