



# California Garden Clubs Inc.

## CGCI Group Tax Exemption Program Renewal Form for Fiscal Year July 1, 2021-June 30, 2022

This renewal form, required documentation and payment are **due by February 1, 2021**

**Club or District Name:** \_\_\_\_\_

Our Club's District is: \_\_\_\_\_

We elect **TO BE INCLUDED** in the California Garden Clubs Inc. Group Tax Exemption Program for the Fiscal Year July 1, 2021-June 30, 2022 (please complete items 1 through 8 below.)

**OR**

We elect **TO NO LONGER BE INCLUDED** in the California Garden Clubs Inc. Group Tax Exemption Program. (please complete item 1, and then jump to item 7, sign this form, and return it to the address listed in item 8.)

1. **OUR** organization's IRS Employer Identification Number (EIN) is: \_\_\_\_\_ - \_\_\_\_\_

**OUR** organization's California Franchise Tax Board Entity/Organization Number is: \_\_\_\_\_

**NOTE: Always use your organizations own tax identification numbers. NEVER use CGCI's tax identification numbers for any reason.**

**2. Point of Contact Information.**

\_\_\_\_\_ Our organization has a permanent mailing address and it is included below \*

\_\_\_\_\_ Our organization does not have a permanent mailing address; therefore, the address included below is the mailing address of our organization's current president / director \*\*.

President / Director's Name \_\_\_\_\_

Mailing Address \* \*\* \_\_\_\_\_

City, State, Zip Code \* \*\* \_\_\_\_\_

Telephone number \_\_\_\_\_

Email \_\_\_\_\_

**3. Organization Activity.** Please affirm the following statements by checking the boxes:

\_\_\_\_\_ The major portion of our organization's activities in the past year has been to pursue nonprofit, educational purposes as stated in the Articles of Affiliation.

\_\_\_\_\_ **Attached is a list and description of the actual activities** for the most recently completed fiscal year (July 1, 2019-June 30, 2020) which ended **June 30, 2020** of our club or district that relate to the primary purpose of our nonprofit organization as outlined in our Articles of Affiliation. (Note: When preparing your activities report, follow the format of the "Sample Activities Report" included in the renewal information provided by CGCI.)

**4. As the authorized representative for this member of the CGCI Group Tax Exemption Program, I affirm that our CGCI CLUB or DISTRICT understands that:**

a. **It is 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. **It is subject to** the general supervision of California Garden Clubs Inc. as outlined in our Articles of Affiliation.

c. **It is required to** submit a financial report for its most recently ended fiscal year to CGCI with this

renewal form.

d. It is responsible for its own tax return filings with the IRS and CA Franchise Tax Board (FTB) and any other that may be required. California Garden Clubs Inc. does not file group tax returns.

Yes, I affirm this. Please initial

**5. Financial Information.**

         Attached is the financial report showing actual income and expense for our latest fiscal year (July 1, 2019-June 30, 2020) that ended June 30, 2020. (Note: When preparing your financial report, please follow the format of the sample financial report provided renewal information provided by CGCI.)

Please check the box that applies and fill in the dates the forms were filed:

Our gross receipts were equal to or less than \$50,000.  
    o Our IRS Form 990-N was filed online on \_\_\_\_\_ (date)  
    o Our CA FTB Form 199-N was filed online on \_\_\_\_\_ (date)

Our gross receipts were more than \$50,000.  
    o Our IRS Form 990 or 990-EZ was filed mailed on \_\_\_\_\_ (date)  
    o Our CA FTB Form 199 was filed mailed on \_\_\_\_\_ (date)

Please check the box(es) that applies, and fill in the dates the forms were filed:

Our **Annual Registration Renewal Report** (Form RF-1) was filed  
    on \_\_\_\_\_ (date)

Our **Annual Treasurers Report** (Form CT-TR-1) was filed  
    on \_\_\_\_\_ (date)

**6. Our CLUB or DISTRICT is NOT a private foundation.**

(Note: A determination by the IRS that your club or district is a private foundation will jeopardize your ability to be included in the CGCI Group Tax Exemption Program.)

         Yes, I affirm that our organization is NOT a private foundation

         No, our organization has changed and is NOW a private foundation

**7. Signature: I attest that to the best of my knowledge, the above information is correct.**

All item 7 fields must be completed below. This form must be signed by the president / director or treasurer of the CGCI Group Tax Exemption Program member organization.

Signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Telephone: \_\_\_\_\_ eMail: \_\_\_\_\_

**8. Submit this completed renewal form with related documentation and payment:**

Attach the          **ACTIVITIES REPORT** as stated in item 3 above

         **FINANCIAL REPORT** as stated in item 5 above

         **NONREFUNDABLE RENEWAL FEE**--a check for \$15.00, payable to **CGCI**

**Mail to:** Sue Bennett, GTEP Chairman  
CGCI Group Tax Exemption Program  
7560 Shelborne Drive  
Granite Bay, CA 95746-9459