

FORM T – PAGE 1

(With Attachments)

**FEDERATION OF TEXAS A&M UNIVERSITY MOTHERS' CLUBS
REQUIRED INFORMATION FOR CONTINUANCE OF IRS GROUP EXEMPTION
2008-2009**

CLUB NAME: _____

EMPLOYEE IDENTIFICATION NUMBER (EIN): _____

Please answer the following questions by circling your answer or completing the blank:

- | | | | |
|----|-----|----|--|
| 1. | YES | NO | Our Club desires to continue to be subordinate in the Federation of TAMU Mothers' Clubs Internal Revenue Service Group Exemption. If your answer is <u>YES</u> , please complete pages 1, 2 and 3. If your answer is <u>NO</u> , mail this Page 1 to the President-elect listed below. |
| 2. | YES | NO | Our Bylaws remain the same as last year. If your answer is <u>NO</u> , you must enclose a copy of any changes made to your Bylaws. |
| 3. | YES | NO | Our Club has paid our dues for 2008-2009 to the Federation Treasurer and have enclosed a copy of FORM B. (Please make a copy of FORM B before your Treasurer mails to the Federation Treasurer.) |
| 4. | YES | NO | Our Club has filed timely the appropriate Form 990 with the Internal Revenue Service for its fiscal year ending on or after December 31, 2007. |
| 5. | YES | NO | Our Club's fiscal year ends on the last day of _____
(fill in appropriate month). |

TO CONTINUE YOUR RECOGNITION AS PART OF THE FEDERATION OF TAMU MOTHERS' CLUBS IRS EXEMPTION:

PLEASE ATTACH THE FOLLOWING TO PAGE 1:

1. Copy of Form B – Payment of Dues for 2008-2009
2. Copy of Bylaws – ONLY IF changed

MAIL PAGES TO:

**Patsy Nichols, President-Elect
Federation of TAMU Mothers' Clubs
3301 River Road
Austin, TX 78703
Phone No. (512) 458-8881
E-Mail: pnichols@fulbright.com**

FEDERATION OF TEXAS A&M UNIVERSITY MOTHERS' CLUBS
AUTHORIZATION FOR INCLUSION
FEDERATION GROUP EXEMPTION LETTER

The _____ Club, a member of the Federation of Texas A&M University Mothers' Clubs, wishes to be included in the Federation Group Exemption Letter for the Fiscal Year beginning June 1, 2008 and ending May 31, 2009 and for each year thereafter until the Federation Board is notified otherwise.

The _____ Club will following the rules set by the Federation in accordance with the Internal Revenue Service rules as they relate to Group Exemption Letters.

Signed: _____, 2008-2009 President

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____

E-Mail: _____

Club Employee Identification Number (EIN #): _____

Date: _____

To become a part of the Federation Group Exemption, you must complete and mail ALL pages (Page 1 (with attachments), 2, and 3) to the President-Elect no later than February 1, 2009.

NO PAGES WILL BE ACCEPTED LATE.
DO NOT MAIL PAGES SEPARATELY.

FEDERATION OF TEXAS A&M UNIVERSITY MOTHERS' CLUBS
STATEMENT OF PURPOSE AND ACTIVITIES

CLUB NAME: _____ DATE: _____

State the purpose for which your Club was formed and give a detailed description of its past, present and proposed future activities. Identify the specific benefits, services, or products the club has provided or will provide the University and its student organizations. If your Club is not fully operational, explain the stage of development its activities have reached and list the remaining goals to be reached. Give the projected date of completion of these plans. (BE SPECIFIC ABOUT THE PURPOSE AND ACTIVITIES OF THE CLUB. DO NOT REPEAT THE PURPOSE AS IT IS STATED IN YOUR BYLAWS.)

List the Club's sources of financial support in descending order.

List the ways your Club spends its money in descending order.

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**REQUIRED FOR GROUP FORM T
EXEMPTION ACCEPTANCE
NOTE: CHANGE IN DUE DATE TO FEBRUARY 1, 2009**

The Federation is required by the IRS to keep a file of records for each club that is part of the Group Exemption.

The following pages MUST be completed yearly by each Club President and sent to the Federation President-Elect to be maintained in your Club's file.

This page is a CHECKLIST for your Club President to complete.

<u>DATE SENT</u>	<u>FORM T</u>	
_____	<u>Page 1</u>	<u>Required information for continuance of IRS group exemption</u> These 5 questions must be answered accordingly. Please attach the following to Page 1:
_____	<u>Attachment 1</u>	<u>Copy of Form B</u> – This is a copy of the original Form B that you send to the Federation Treasurer for the year 2008-2009. This indicates the number of members in your Club and the amount of dues your Club has paid.
_____	<u>Attachment 2</u> (If your Club had a change in Bylaws since filing 2-1-08)	<u>Copy of your Club's Bylaws</u> – This must comply with the IRS regulations. If you have any questions, please contact the President-Elect or Parliamentarian of the Federation.

Your Bylaws must include the following:

1. PURPOSE (See Article II of the Federation Bylaws)
2. RESTRICTION CLAUSE (See Article XIII of the Federation Bylaws)
3. DISSOLUTION CLAUSE (See Article XIV of the Federation Bylaws)

The entire Federation Bylaws may be found in the Federation Yearbook.

_____	<u>FORM T</u> <u>Page 2</u>	<u>Group Exemption Letter</u> – This must be completed and signed by your Club President. Your EIN number must be in the proper space.
_____	<u>FORM T</u> <u>Page 3</u>	<u>Statement of your Club's Purpose and Activities</u> – This is a detailed description of the purpose and activities of your Club and must specify sources of income and nature of expenses.

To become a part of the Federation Group Exemption, you must complete and mail ALL pages, including this page, and Pages 1 (with attachments), 2, and 3 to the President-Elect no later than February 1, 2009. Please retain a copy of ALL pages for your Club's records.

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