ONE-DAY WORKSHOP

INTERNAL REVENUE SERVICE

TAX EXEMPT AND GOVERNMENT ENTITIES (TE/GE)

EXEMPT ORGANIZATIONS

ONE DAY WORKSHOP FOR SMALL AND MID SIZED TAX EXEMPT ORGANIZATIONS

Sacramento, CA

March 16, 2010 or

March 17, 2010 or

March 18, 2010

IRS

EXEMPT ORGANIZATIONS WORK

ONE-DAY WORKSHOP

The Tax Exempt and Government Entities Division of the Internal Revenue Service invites you to a one-day workshop for small and mid-sized 501(c)(3) organizations.

Location: **Lions Gate Hotel & Conference Center**
3410 Westover Street
McClellan, CA 95652

Date: **Tuesday, March 16, 2010 or**
Wednesday, March 17, 2010 or
Thursday, March 18, 2010

Time: **9:00 a.m. to 4:00 p.m.**

Cost: **$45 per person, non-refundable**
Pre-Registration is required!

For other dates and locations, visit ***www.irs.gov/eo*** *and click on "Calendar of Events."*

The workshop, presented by experienced IRS Exempt Organizations Specialists, will explain what 501(c)(3) organizations must do to keep their tax-exempt status and comply with tax obligations. This introductory workshop is designed for administrators or volunteers who are responsible for the organization's tax compliance and organization representatives who are interested in this subject.

The workshop will be limited to 200 participants each day and will be filled first-come, first-served.

WORKSHOP TOPICS

Topics in this workshop are the "nuts and bolts" of tax-compliance for exempt organizations, and include:

Introduction to Tax-Exempt Status

Benefits and responsibilities of tax-exempt status under 501(c)(3). Actions that may jeopardize tax-exempt status of an organization.

Unrelated Business Income

The definition of unrelated business income, common examples, common exceptions, and filing requirements. Includes a discussion of charitable gaming.

Employment Issues

Classification of workers and filing requirements for employees and independent contractors.

Form 990 Series

An overview of the Forms 990, 990-EZ, and 990-N (e-Postcard), including tips on recordkeeping and answers to frequently asked questions. Includes a presentation of resources and tools available to exempt organizations to help them file accurate, error-free returns.

Required Disclosures

Overview of disclosures tax-exempt organizations are required to make.

This workshop does not cover how to apply for tax-exempt status or compliance requirements for non 501(c)(3) organizations. For additional information on these topics, please visit **www.irs.gov/eo** and click on "Life Cycle."

REGISTRATION INFORMATION

On-Line: www.irsworkshops.eventsdesigner.com

By FAX: Complete form and fax to (703) 485-3427.

By Mail: Complete this form and mail it with payment to:
Events by Design, Inc.*
P.O. Box 650514
Potomac Falls, VA 20165-0514

Cost: $45 per person, **non-refundable**.
If paying by check, make payable to Events by Design, Inc. Registration and payment by mail must be received at least one week prior to your requested workshop.

Name: _____
(Complete for one person only. Copy this form and complete for additional attendees.)

Organization: _____

Mailing Address: _____

City, St., Zip: _____

E-mail: _____

Daytime Phone: _____

Workshop Date (first choice): _____

Workshop Date (second choice): _____

Credit Card Type: _____
(VISA OR MASTERCARD ONLY)

Number: _____

Exp. _____ **CVS** *(3 DIGITS ON BACK OF CARD)*: _____

Signature: _____

Confirmation will be sent VIA email.

Questions: Call (800) 521-3980 or (703) 579-1496.

***Note:** *The IRS has contracted with **Events by Design, Inc.** for registration services. Credit card charges will be processed and billed by **Events by Design, Inc**..*

EXEMPT ORGANIZATIONS

Exempt Organizations (EO) offers specialized assistance to charitable, religious, and educational organizations, civic associations, labor organizations, business leagues, social clubs, fraternal organizations, and private foundations. EO's programs help these customers understand and comply with the tax laws and regulations governing exempt organizations. Please use the following EO services to get direct assistance:

EO Customer Account Services
(877) 829-5500
Monday - Friday, 8:30 a.m. - 4:30 p.m. Eastern
Call toll-free with questions on issues such as the status of your application for exemption, the effective date of your exemption, tax rules for your organization, your organization's filing requirements, and other account-related issues.

EO Web site
www.irs.gov/eo
Access this site for technical guidance articles, a calendar of EO education events, news releases, forms and filing information for exempt organization representatives.

EO Mailing Address
Internal Revenue Service
TE/GE Customer Account Services
P.O. Box 2508
Cincinnati, OH 45201

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Department of the Treasury **Internal Revenue Service** www.irs.gov

Internal Revenue Service
TE/GE Division
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