

# IRS Resources

## IRS Office of Exempt Organizations

IRS Office of Exempt Organizations offers specialized assistance to charitable, religious, and educational organizations, civic associations, labor organizations, business leagues, social clubs, fraternal organizations, and private foundations. The program helps these customers understand and comply with the tax laws and regulations governing exempt organizations. Please use the following IRS Office of Exempt Organizations services to get direct assistance:

### **IRS Exempt Organizations Customer Account Services (877) 829-5500**

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 organizations filing requirements and other account-related issues.

### **Exempt Organizations Website** [www.irs.gov/eo](http://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.

### **Subscribe to Exempt Organizations' free newsletter, "The EO Update"**

Sign up to receive free e-mail updates from the IRS about issues of tax policy, services and available information that impact tax-exempt organizations such as:

- ◆ News releases from the IRS related to exempt organizations
- ◆ New forms, guidelines and other publications
- ◆ Changes & additions to the IRS charities and nonprofits web site
- ◆ Upcoming IRS training & outreach events

The updates are brief summaries with links to additional information. To sign up for the EO updates go to [www.irs.gov/eo](http://www.irs.gov/eo) and click on the link to the "EO Newsletter" on the left side.

### **IRS Exempt Organizations Mailing Address**

Internal Revenue Service  
P.O. Box 2508  
Cincinnati, OH 45201

PLACE STAMP  
HERE

Seton Hall University  
400 South Orange Ave.  
South Orange, NJ 07079

MAILING ADDRESS LINE 1  
MAILING ADDRESS LINE 2  
MAILING ADDRESS LINE 3  
MAILING ADDRESS LINE 4  
MAILING ADDRESS LINE 5

# IRS Nonprofit Workshop For Small & Medium Sized Charities

## March 14 or March 15, 2012 A Unique Opportunity!

### Hear Directly from IRS Exempt Organizations Tax Law Specialists

Presented by:  
**IRS Office of Exempt Organizations &  
Nonprofit Sector Resource Institute/ Center  
for Public Service at Seton Hall University**

Hosted by:  
**Seton Hall University &  
Rowan University**

In collaboration with:  
**The Center for Non-Profits &  
The Nonprofit Development Center of  
Southern New Jersey**

Underwriter:



## IRS Nonprofit Workshop

### Workshop Topics

Topics in this workshop are the “nuts and bolts” of federal tax-compliance for nonprofit 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

#### Form 990 Series

An overview of the form 990, 990-EZ and 990 N (e-postcard), including tips on record-keeping and answers to frequently-asked-questions. Includes presentation of resources and tools available to help file accurate, error-free returns

#### Required Disclosures

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

#### Employment Issues

Classification of workers and filing requirements for employees and independent contractors

#### Unrelated Business Income

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

*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](http://www.irs.gov/eo) and click on “Life Cycle.”*

## IRS Nonprofit Workshop

### ONE-DAY WORKSHOP

The IRS Office of Exempt Organizations, Nonprofit Sector Resource Institute/ Center for Public Service at Seton Hall University and Rowan University invite you to attend one of our single-day workshops for small and medium sized 501(c)(3) organizations.

#### Choose The Most Convenient Day!

#### March 14, 2012

**Location:** Seton Hall University  
University Center/  
Chancellor’s Suite  
400 South Orange Ave.  
South Orange, NJ 07079

**Time:** Registration: 8:00 AM-9:00 AM  
Event: 9:00 AM-4:30 PM

**Cost:** \$45.00 per person

Easily accessible from Northern & Central NJ

#### March 15, 2012

**Location:** Rowan University  
EIRC Conference Room  
107 Gilbreth Parkway  
Mullica Hill, NJ 08062

**Time:** Registration: 8:00 AM-9:00 AM  
Event: 9:00 AM-4:30 PM

**Cost:** \$45.00 per person

Easily accessible from Southern NJ

BREAKFAST & LUNCH INCLUDED  
ON CAMPUS PARKING AVAILABLE  
CEUs, CPEs AND CLEs ARE AVILABLE UPON REQUEST

## IRS Nonprofit Workshop

### REGISTRATION INFORMATION

To register online and pay by credit or debit card, or check or money order, Please visit:  
<http://www.npdcsnj.org/IRSworkshop.html>

To register by mail complete the form below and mail with check or money order for \$45.00 PER PERSON to:

Nonprofit Sector Resource Institute  
Jubilee Hall Rm. 354  
400 South Orange Ave.  
South Orange, NJ 07079  
Payable to: Seton Hall University

The Nonprofit Development Center of Southern New Jersey  
107 Gilbreth Parkway  
Mullica Hill, NJ 08062  
Payable to: NPDC

Date Attending: \_\_\_\_\_

Name: \_\_\_\_\_

2nd Person: \_\_\_\_\_

3rd Person: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Address 2: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Reservations are confirmed once payment has been received.