



Texas Application for Organizations Engaged Primarily in Performing Charitable Functions and for Corporations That Hold Title to Property for Such Organizations

1. Name of organization (Legal name as provided on Articles of Incorporation, or if unincorporated, the governing document) _____

2. Mailing address
Street number, P.O. Box, or rural route and box number _____

City _____ State/province _____ ZIP Code _____ County (or country, if outside the U.S.) _____

3. Texas taxpayer number for reporting any Texas taxes (if applicable) _____

4. Federal Employer Identification Number _____ - _____

5. Contact information of the person submitting this application

Name _____ E-mail address _____

Firm or company name _____ Daytime phone (Area code and number) (____) _____ - _____ Extension _____

Address _____ City _____ State _____ ZIP Code _____

6. Is the organization a **Texas** corporation or limited liability company? YES NO
If "YES," provide the filing information issued by the Texas Secretary of State: File number _____ File date _____
Month Day Year

7. Is the organization recognized by the Internal Revenue Service (IRS) as tax exempt under Section 501(c) of the Internal Revenue Code (IRC)? YES NO
If "YES," which 501(c) does the organization have? (For example, "501(c)(8)") _____
If "NO" was checked on Item 7 above, **STOP**. Exemption under IRC Section 501(c) with IRS is required. To obtain exemption under IRC Section 501(c), contact the IRS at (877) 829-5500 or visit their Web site at www.irs.gov.
If the organization's 501(c) exempt status is not currently on file with the Comptroller's office, provide a copy of the 501(c) IRS determination letter. If the IRS document is dated more than four (4) years prior to the date the document is submitted to the Comptroller, also provide a current IRS verification letter confirming the 501(c) exemption remains active.
If the organization's 501(c) exempt status is a "501(c)(2)," skip to Item 12.
If the organization's 501(c) exempt status is under any other 501(c) section, continue with Item 8.

8. Does the organization hold a *letter of exemption* issued by the Texas Comptroller of Public Accounts certifying the organization is entitled to issue an exemption certificate under Section 151.310? YES NO

9. Do the Bylaws or Charter of the organization require charitable work of public service as stated under Tax Code 11.18(d) and state it is subsequently engaged primarily in performing charitable functions in Texas? YES NO

10. Do the statewide organization's (including local chapters) Annual *Monetary Support* contributions, *In-Kind Charitable* contributions and *Public Service* performed by the organization exceed its *Operating Expenses*, the *Amount of Dues* received and the *amount of taxes imposed on the organization's property* (or if exempt from, the *amount that would have been imposed*) during the preceding year? YES NO
If "YES," does the organization have written evidence to substantiate this claim? YES NO

11. Is the organization applying as a statewide organization? YES NO
The statewide organization shall provide a list of all local chapters in Texas with the name, taxpayer number (if applicable), mailing address and physical address of the locations requesting exemption under the statewide organization's group exemption.

12. Complete the following information:

a) Provide the name of the entity for which this 501(c)(2) organization holds title to property. _____

b) Attach a copy of the Comptroller property tax determination letter issued to the entity named in Item 12a. Or, if a property tax determination letter has not been issued, complete an application (Form AP-199) for the entity named in Item 12a.

c) Does this 501(c)(2) organization hold title to the property for, collect income from the property for, and turn over the entire amount of that income, less expenses, to the qualified charitable organization named in Item 12a? YES NO

13. By signing this application, you certify the above statements, and any information provided therewith, are true, correct and complete. Furthermore, you understand you may be required to provide evidence to substantiate any statements above and any other factor the Comptroller considers relevant. By making false statements on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

Date of signature _____
Month Day Year

SIGNATURE Type or print name and title of authorized representative _____ Driver license number/state _____ Authorized representative _____
sign here ▶

Completed application should be mailed to: TEXAS COMPTROLLER
111 East 17th Street
Austin, TX 78774-0100

If you have questions or need more information, contact the Exempt Organization Section at (800) 531-5441, or visit the Comptroller's Web site at www.window.state.tx.us.

Under Ch. 559, Government Code, you are entitled to review, request and correct information we have on file about you, with limited exceptions in accordance with Ch. 552, Government Code. To request information for review or to request error correction, contact us at the address or phone number listed on this form.

OPEN RECORDS NOTICE: Your name, address and telephone number are public information under the Texas Open Records Act, Chapter 552, Government Code.