



TEXAS APPLICATION FOR ORGANIZATIONS ENGAGED PRIMARILY IN PERFORMING CHARITABLE FUNCTIONS

AP-199
(Rev.1-02/3)

1. Name of organization _____

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. Taxpayer number for reporting any Texas tax OR Texas identification if you now have or have ever had one. _____

4. Federal employer identification number _____ - _____

5. Contact person* _____ Phone* (Area code & number) _____ / _____ - _____

6. Is the organization incorporated? YES NO
If "YES," is the corporation "Non-Profit" as defined by the Texas Non-Profit Corporation Act? YES NO

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," contact the IRS at 1-877-829-5500 or visit their website at <www.irs.gov>.

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
If "NO," access the Comptroller of Public Accounts webpage at <www.window.state.tx.us> or call 1-800-531-5441 and ask for the Exempt Organizations Section.

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
If "NO," contact the Exempt Organization Section of the State Comptroller's office for additional information on filing for the property tax exemption for primarily charitable organizations at 1-800-531-5441, or use our webpage at <www.window.state.tx.us>.

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
If "NO," contact the Exempt Organization Section of the State Comptroller's office for additional information on filing for the property tax exemption for primarily charitable organizations at 1-800-531-5441, or use our webpage at <www.window.state.tx.us>.

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.

SIGNATURE
12. 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(s) _____
month day year
Type or print name and title of authorized representative _____ Drivers license number/state _____ Authorized representative _____
sign here

The Franchise Tax statute provides for an exemption to an organization that has qualified under Section 501(c)(2), (3), (4), (5), (6), (7), (8), (10), (16), (19), or (25) of the IRC, and the Sales Tax statute provides for an exemption to those that have qualified under IRC Section 501(c)(3), (4), (8), (10), or (19).
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 toll-free 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.
Completed application should be mailed to: TEXAS COMPTROLLER
111 East 17th Street
Austin, TX 78774-0100