

# American Association of University Women

## Group Tax Exemption Authorization

### Section A. Subunit (Region, State, Branch, Interbranch Council) Data

1. Region, State, Branch (including AAUW ID number), or Interbranch Council Name

\_\_\_\_\_

2. Employer Identification Number<sup>a</sup> \_\_\_\_\_

3. Official Mailing Address \_\_\_\_\_

\_\_\_\_\_

4. Daytime Telephone Number \_\_\_\_\_

5. Email Address \_\_\_\_\_

6. Annual Gross Receipts (check one)

Less than \$25,000

\$25,000 or more

### Section B. Authorization

I authorize AAUW to include the subunit identified above on its IRS group tax exemption ruling with Section 501(c) (4) tax exemption status. I understand this authorization will remain in effect until it is either revoked in writing or the subunit disbands.

\_\_\_\_\_  
Signature of Authorized Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Authorized Officer

\_\_\_\_\_  
Title

<sup>a</sup>Employer Identification Number (EIN) – an EIN is a nine-digit number assigned by the IRS to corporations (non-profit and profit), sole proprietors, and other entities for tax filing and reporting purposes. It is often called a Federal ID or Tax ID. If your subunit has more than one EIN, please include them all here.

If you don't know your EIN, you can check with your bank (the bank most likely required it to open your bank account), the Association Finance Department, or call the IRS. If you need to apply for an EIN, the easiest way is by phone at 1-800-TAX-FORM. Please check SS-4 which is available online at [www.irs.gov](http://www.irs.gov) to be sure you have all the necessary information at hand before applying. The IRS issues EINs immediately via phone. It is possible to apply by mail, fax, or online; however, applying by phone is fastest. Mail and fax applications can take up to six weeks.