

Go to this web address <http://www.irs.gov/efile/article/0,,id=108211,00.html>

Internal Revenue Service  
United States Department of the Treasury

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**e-file Topics**

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**e-file for Charities and Non-Profits**

Electronic filing provides fast acknowledgement that the IRS has received the return, reduces normal processing time, making com with reporting and disclosure requirements easier. Charities and non-profits can file the following forms electronically through an IRS 990-efile Provider.

- Form 990, Return of Organization Exempt from Income Tax
- Form 990-EZ, Short Return of Organization Exempt from Income Tax
- Form 990-PF, Return of Private Foundation
- Form 990-N (e-Postcard)
- Form 8868, Application for Extension of Time To File an Exempt Organization Return
- Form 1120-POL, U.S. Income Tax Return of Political Organizations
- Form 7004 (extension form for the 1120-POL)

Exempt organizations will be able to electronically file the revised Form 990 beginning in January 2009. Organizations should check their software provider to ensure the availability of the revised 990.

**e-Postcard (Form 990-N) - Electronic Filing Requirement for Small Tax-Exempt Organizations - Annual Electronic Notice:** Small exempt organizations (those normally with annual gross receipts up to \$25,000) may be required to file an annual electronic notice 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations not Required To File Form 990 or 990-EZ. This filing requirement applies to tax periods beginning after December 31, 2006; and may apply to organizations that previously were not required to file n

See [e-Postcard \(Form 990-N\)](#) for more information about this requirement and a link to the filing system.

**Required e-filing of Forms 990 and 990-PF for certain large tax-exempt organizations** - For tax years ending on or after Decembe 2006, exempt organizations with \$10 million or more in total assets may be required to e-file if the organization files at least 250 ret calendar year, including income, excise, employment tax and information returns. (See the example below.) Private foundations an exempt charitable trusts are required to file Forms 990-PF electronically regardless of their asset size, if they file at least 250 return

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Charitable Orgs | Churches and Religious Orgs | Contributors | Other Non-Profits | Political Orgs | Private Foundations

**Charities & Non-Profits Topics**

- Life Cycle
- Search for Charities
- Published Guidance
- EO Newsletter
- EO Tax Law Training
- Abusive Transactions
- Calendar of Events
- Exempt Organizations FAQs
- More Topics ...

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**Annual Electronic Filing Requirement for Small Exempt Organizations — Form 990-N (e-Postcard)**

Small tax-exempt organizations whose annual gross receipts are normally \$25,000 or less may be required to electronically submit 990-N, also known as the e-Postcard, unless they choose to file a complete Form 990 or Form 990-EZ.

The Pension Protection Act of 2006 added this filing requirement to ensure that the IRS and potential donors have current informati your organization.

**Due Date of the e-Postcard**

The first e-Postcards are due in 2008 for tax years ending on or after December 31, 2007. The e-Postcard is due every year by the 1 the 5th month after the close of your tax year. For example, if your tax year ended on December 31, 2007, the e-Postcard is due May You cannot file the e-Postcard until after your tax year ends.

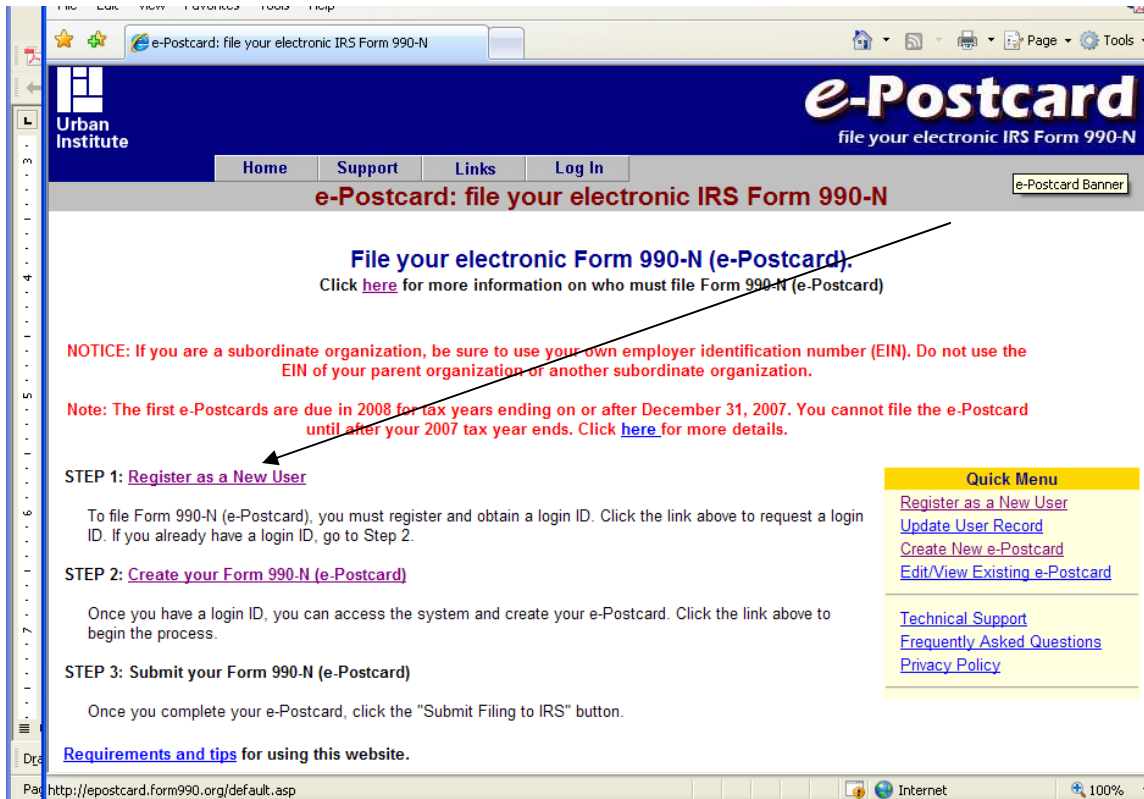
**How To File**

Click [here](#) to file the e-Postcard. If you have trouble accessing the system using that link, you may be able to access the filing site c typing or pasting the following address into your Internet browser: <http://epostcard.form990.org>. When you access the system, you leave the IRS site and file the e-Postcard with the IRS through our trusted partner, Urban Institute. The form must be completed an electronically. There is no paper form.

**Information You Will Need To File the e-Postcard**

The e-Postcard is easy to complete. All you need is the following information about your organization. Click on any of the links below

Give permission to leave the IRS site.



When the New Log In ID page comes up, click NEXT.



Fill in your EIN number and click next.



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# e-Postcard

file your electronic IRS Form 990-N


## Request Login ID

Please enter the following information and then click the 'Next' button (All fields are required.)

Login ID Type:	<b>Exempt Organization</b>
Login ID:	<b>32004602702</b>
Organization Name:	<b>4-H CLUBS &amp; AFFILIATED 4-H ORGANIZATIONS</b>
Password:	<input type="password"/> NOTE: Password must be between 6 and 15 characters and is case sensitive.
Verify Password:	<input type="password"/>
First Name:	<input type="text"/>
Last Name:	<input type="text"/>
Email Address:	<input type="text"/>
Verify Email Address:	<input type="text"/>
Daytime Phone:	<input type="text"/>

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 Concerned about your privacy? Please view our [privacy](#) policy.  
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 Last modified: January 2, 2009.

Fill in the information, and click next.



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# e-Postcard

file your electronic IRS Form 990-N

Quick Jump
Form 990-N (e-Postcard)
Logout

### Electronic Notice - Form 990-N (e-Postcard)

#### Organization Information

Save Changes before jumping to another page.

A For the tax year period beginning  and ending

B Has your organization terminated or gone out of business?

Are your gross receipts normally \$25,000 or less?

C Organization's legal name - Line 1

Organization's legal name - Line 2

D Employer identification number (EIN)

Click the image next to any field for help/instructions.

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 Concerned about your privacy? Please view our [Privacy](#) Policy.  
 Website last modified on: April 11<sup>th</sup>, 2008.  
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 You are currently using Microsoft Internet Explorer 7 in 1024 X 768 resolution.

## Electronic Notice - Form 990-N (e-Postcard) Organization Address and Principal Officer Information

Save Changes before jumping to another page.

C Organization's legal name: **4-H CLUBS AFFILIATED 4-H ORGANIZATIONS**

C If your organization conducts business using another name (dba), enter other name:

DBA name   
DBA name - continued

Organization's mailing address:

Country   
Number and street (or PO Box) - Line 1   
Number and street (or PO Box) - Line 2   
City or town   
State   
Zip code

State   
Zip code

E Organization's website address, if applicable

F Principal Officer:

Type of name   
Person Name   
Country   
Number and street (or PO Box) - Line 1   
Number and street (or PO Box) - Line 2   
City or town   
State   
Zip code

Click the  image next to any field for help/instructions.

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## Form 990-N (e-Postcard) Submitted

4-H CLUBS AFFILIATED 4-H ORGANIZATIONS  
32-0046027  
2007 IRS Form 990-N (e-Postcard)  
1/1/2007 - 12/31/2007

**Congratulations, your Form 990-N (e-Postcard) has been submitted to the IRS.**

Once the IRS receives and processes your e-Postcard (usually within 30 minutes), you will receive an email indicating whether your e-Postcard was accepted or rejected. If accepted, you are done for the year. If rejected, the e-filing receipt email will contain instructions on how to correct the problem.

Log out Go To Filing Status Page

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Last modified: September 29, 2008.


## Check Filing Status

4-H CLUBS AFFILIATED 4-H ORGANIZATIONS  
32-0046027  
2007 IRS Form 990-N (e-Postcard)  
1/1/2007 - 12/31/2007

Links

**View e-Postcard Image**

[Control Panel](#)

 [View Form 990-N \(e-Postcard\)](#)

**Current Status:** Pending

The e-Postcard is being transmitted to the IRS.

**Next Step:**

Your Form 990-N (e-Postcard) is being transmitted to the IRS. Once the IRS processes your e-Postcard, we will send you an e-filing receipt via email telling you whether the e-Postcard was accepted or rejected. If rejected, the email will tell you why it was rejected and how to correct the problem.

### Delivery Status

No.	Filing	Delivery	Status	Postmark
1	Form 990-N	E-file	Transmitting to the IRS	12/16/2008 11:26:40 AM

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