



Nonprofit/501(c)(3) Incorporation & Accreditation Package

What's Included:

- State formation of Nonprofit Corporation
- Registered agent
- Employer identification number/ EIN

Corporate record book includes:

- Corporate seal
- The company signature
- Custom divider tabs



- Corporate compliance
- Bylaws/rules for company - amendments included
- Meetings, Minutes call to order for election of directors officers and trustees
- Resolutions (actions of your company) - Amendments included
- Conflict of interest policy (will change over time)
- Conflict-of-interest acknowledgement
- Contribution form
- IRS 1023 EZ
- Enrolled IRS agent Assistant to complete the form and email to IRS
- IRS fees \$275 (not included)
- Revenues under \$50,000 a year
- IRS Enrolled Agent (included)



Compliance:

- **Articles of incorporation (formation of your company, to declare who commercial agent agent is, purpose, place of processing)**
 - Articles of Incorporation
 - Bylaws
 - Notice of First Meeting of Directors
 - Minutes of First Meeting of Directors
 - Notice of First Meeting of Officers and Trustees
 - Minutes of First Meeting of Officers and Trustees
 - Acceptance of Resident Agent
 - Resolution to Open Bank Account
 - Resolution for Cell Phone Expense
 - Resolution to Open Organization Credit Card
 - Resolution to Lend Personal Credit to the Organization
 - Resolution for Health & Medical Expenses
 - Resolution for Approved Life Insurance
 - Resolution Authorizing Members to Travel & Hold Company Retreats
 - Resolution for Motor Vehicles
 - Resolution for Motor Vehicle Insurance
 - Resolution for Blank Authority to Sell Property
 - Resolution for Authorizing the Director to Execute Documents to Qualify for 501(c)(3) Nonprofit Organization
 - Resolution for Borrowing Funds
 - Resolution for Leasing Office Space
 - Resolution on Officers Authority to Make Purchases
 - Resolution for the Adoption of Qualified Sick Pay Plans
- **Also includes Consulting During First Year

Dream Tank USA for Nonprofits includes a Non-traditional Fundraising Campaign that will allow you to raise funds to offset your initial cost. Contact us for details!

Before you file any government documents, it is critical that you have a clear end goal in mind of how you want your organization classified in both state and federal records.

The benefit of 501(c) tax exemption is simple – all of the money saved on taxes can go back to further your cause. If your organization qualifies for exemption, use it to the advantage of your mission.

Once your organization is 501(c)(3) approved, any donations are a tax write-off to the donor.

If your nonprofit organization plans on raising more than \$50,000 this year, let's chat!

Learn more about the importance of completing these documents and why your nonprofit needs them!
<https://dreamtankusa.org/corporate-structure/>

Or Call 833 DREAM-12
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