

Workshop Registration Form: Starting An Iowa Charitable Nonprofit

Saturday, February 21, 2015 — 9 a.m. - 1 p.m.

Room 265 Boyd Law Building, University of Iowa College of Law

Instructor: Richard Koontz, Director, Larned A. Waterman Iowa Nonprofit Resource Center

Registration Fee: \$35 to be paid in advance.

Enrollment limited to seven participants. One registrant per organization, please.

Name _____

Affiliation _____

Mailing Address _____

City/State/Zip _____

Daytime Phone _____ **Email** _____

Describe the nonprofit you are creating: _____

-
- Covers IRS Form 1023-EZ & other legal forms required to start a nonprofit with annual gross receipts of \$50,000 or less.
 - Registration includes one copy of the monograph *Starting an Iowa Charitable Nonprofit* by Richard Koontz.
 - Enroll early to receive a list of information about your organization you will need to complete the forms.
 - Participants may bring PC laptops and complete forms electronically. Paper forms will also be supplied.
 - Limited free parking available.

Registration Fee: \$35, payable by check only. Make payable to *Larned A. Waterman Iowa Nonprofit Resource Center*.

Send to:
Larned A. Waterman
Iowa Nonprofit Resource Center
The University of Iowa
130 Grand Avenue Court
Iowa City, IA 52242

Questions?
Telephone: 866-500-8980 (toll free)
or 319-335-9765
Fax: 319-335-7614
Over for more information

Starting An Iowa Charitable Nonprofit

Workshop covers:

- Drafting nonprofit articles of incorporation
- Obtaining an EIN number with IRS Form SS-4
- Drafting and adopting bylaws
- IRS Form 1023-EZ, Application for Exemption

Workshop does not cover:

- Voting memberships
- Exemption under tax code sections other than 501(c)(3)
- Issues particular to private foundations

Registration fee does not include filing fees required for the documents.
Filing must be done by attendees.