

501 C-3 INFORMATION FORM 990 FOR TAX YEAR 5/1/2025 THROUGH 4/30/26

TO: GCFP CLUB PRESIDENTS, TREASURERS, AND DISTRICT DIRECTORS

You must complete and submit this form to be included in the GCFP 501 C-3 Federal Income Tax group reporting. By submitting this form, you are authorizing the GCFP to include your organization in the group return prepared for you by the GCFP.

If you do not return this form, you will be responsible for filing required reports for your club with the Internal Revenue Service or Pennsylvania Department of Revenue/State.

If you are operating as a subordinate of GCFP for 501 (c) (3) Tax Exemption status, proof of your club's tax filing must be given to GCFP no later than 30 days after the end of your fiscal year.

Please Send a copy of the 990-N, 990EZ or 990 to:

Lisa Wagerer
1526 Mary Drive
Johnstown. PA 15905-1946
814-243-4961
Lisa15905@gmail.com

Please complete the following form and return it to: Lisa Wagerer as soon as possible after May 1, 2026, preferably by May 15.

The deadline is **May 31, 2026**.

PLEASE NOTE: If you had \$50,000 or more in GROSS RECEIPTS last fiscal year (5/1/25– 4/30/26), a long form must be used. Please call or email Mary Jo Gardill for the form or go to the GCFP website at: www.pagardenclubs.org .

Gross Receipts include all money from all sources including dues, contributions, grants, sales proceeds, ticket sales, trip reservations and all other sources of cash received from activities, other organizations, members, community, etc., BEFORE expenses of ANY kind. It is best to look at the bank deposits to search for the receipts received.

501 C-3 990 INFORMATION FORM FOR TAX YEAR 5/1/25 THROUGH 4/30/2026

DISTRICT _____ EIN NUMBER _____

IF YOU DO NOT KNOW YOUR EIN NUMBER, Please call Lisa (814-243-4961) DO NOT ENTER N/A

CLUB NAME _____ DISTRICT _____

PERMANENT CLUB ADDRESS (if you have one)

PRESIDENT or DIRECTOR

TREASURER

Contact Person

Contact Person Address

Contact Phone Number _____ Contact E-Mail _____

Due to changes by the IRS, NGC has advised that gaming revenues be reported separately. Please provide your Garden Club/District's details of revenues & expenses from gaming, such as 50/50, raffles, bingo, gaming activities, this fiscal year (5/1/25 – 4/30/26)

_____ Gross Profits collected (minus) _____ TOTAL EXPENSES = _____

TOTAL NET PROFIT

The above-named Club, a member of The Garden Club Federation of PA, did not have gross receipts of \$50,000 or more during the fiscal period 5/1/2025 through 4/30/2026. Under penalty of perjury, I declare that, to the best of my knowledge and belief, the information contained here is true, correct and complete.

Club Officer Signature, Title and Date

*Per IRS guidelines, it is the responsibility of an organization to issue a 1099 to any individual who is paid \$600 or more for services rendered.

PLEASE COMPLETE THE FOLLOWING 2025-2026 INFORMATION

ON YOUR OFFICERS AND RETURN IT WITH YOUR 990 FORM TO:

Lisa Wagerer
1526 Mary Drive
Johnstown, PA 15905-1946
Lisa15905@gmail.com
814-243-4961

CLUB NAME _____ DISTRICT _____

PRESIDENT NAME _____ EMAIL _____

ADDRESS _____ PHONE _____

CITY, STATE, ZIP _____

VICE-PRESIDENT NAME _____ EMAIL _____

ADDRESS _____ PHONE _____

CITY, STATE, ZIP _____

SECRETARY NAME _____ EMAIL _____

ADDRESS _____ PHONE _____

CITY, STATE, ZIP _____

TREASURER NAME _____ EMAIL _____

ADDRESS _____ PHONE _____

CITY, STATE, ZIP _____

1. What is your club's EIN # _____

Has your club ever had a different EIN #? _____ If yes, what is it _____

2. Has your club ever filed for tax-exempt status under section 501© (3), (4) or (7), other than with GCFP? _____

3. Has your club ever been notified by the IRS that it has lost its exempt status? _____

If Yes, when? _____

4. Does your club file the annual 990#Z with the IRS (on your own, not through GCFP)?

If yes, please provide a copy of your last return filed with this form.

FOR TAX YEAR 5/1/20223THROUGH 4/30/2026