



## **AUXILIARY TO SONS OF UNION VETERANS OF THE CIVIL WAR IRS FORM 990-N**

### **APPLIES TO:**

Local Auxiliaries, Departments and Auxiliaries at Larges

Each local Auxiliary and Department must submit an electronic Internal Revenue Service (IRS) Form 990-N each year so that they are in compliance with IRS requirements.

The Form 990-N is available on the IRS website at the following link:

<http://www.irs.gov/990N>

The form **MUST** be completed online and submitted electronically.

Please retain (print) a copy of your submission for your records.

Copies are to be distributed as follows:

### **990-N FOR AN AUXILIARY**

IRS (1 electronic copy), Department (2 hard copies)

Department Treasurer will forward one (1) copy to National Treasurer.

This should accompany your Annual Auxiliary Treasurer's Report (Form A04).

### **990-N FOR A DEPARTMENT**

IRS (1 electronic copy), National Treasurer (1 hard copy), Department file (1 hard copy).

This should accompany your Annual Department Treasurer's Report (Form D04).

### **990-N FOR A AUXILIARIES AT LARGES**

IRS (1 electronic copy), Auxiliaries at Large file (1 hard copies)

Auxiliaries at Large Treasurer will forward one (1) copy to National Treasurer.

This should accompany your Annual Auxiliary Treasurer's Report (Form A04).