



Department of Treasury
Internal Revenue Service

Notice	CP259H
Tax period	██████████
Notice date	March 2, 2009
Employer ID number	██████████
To contact us	Phone ██████████

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Message about your ██████████ Form ██████████

You didn't file a Form ██████████

Our records show that you haven't filed your Form ██████████, Return of Organization Exempt from Income Tax, for the period ending on ██████████

Unless you already filed a Form ██████████ within the last four weeks, you must complete the Response form starting on Page 3, and send it to us no later than March 12, 2009.

What you need to do immediately

If you already filed Form ██████████

- If you already filed within the last four weeks using the same name and Employer ID number (EIN) listed above, please disregard this notice.
- If you filed more than four weeks ago or used a different name or EIN, complete the Response form starting on Page 3, and mail it to us with a signed and dated copy of the return in the envelope provided.

If you are required to file Form ██████████ for ██████████ but haven't done so

- If you are required to file or choose to file your Form ██████████ electronically, use your e-file provider to submit Form ██████████ and any required schedules. You must also complete the Response form starting on Page 3 and fax it to us at 1-██████████ (not a toll-free number).
- If you are not required to file electronically and want to file a paper return complete and sign Form ██████████ any required schedules, and the Response form starting on Page 3. Mail us the forms in the envelope provided.
- If you file your return late, we will charge a penalty.

If you don't think you have to file Form ██████████ for ██████████

- Complete the Response form starting on Page 3 to indicate whether any of the circumstances apply to you. Mail us the form in the envelope provided.

If we don't hear from you

- Because you have tax-exempt status, you must file Form ██████████. If you fail to meet your annual filing requirements for three consecutive years, you will lose your tax-exempt status.
- If you lose your tax-exempt status, you may apply for tax-exempt status by filing the appropriate application Form ██████████ or Form ██████████ and paying the user fee.
 - 501(c)(3) organizations complete an Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code (Form ██████████).
 - 501(a) organizations complete an Application for Recognition of Exemption Under Section 501(a) (Form ██████████ and User Fee for Exempt Organization Determination Letter Request (Form ██████████)).

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If we don't hear from you—**continued**

- If you were previously eligible to receive tax-deductible contributions and you lose your tax-exempt status, you will be removed from our list of organizations eligible to receive tax-deductible charitable contributions. See: Cumulative List of Organizations described in Section 170 (c) of the Internal Revenue Code of 1986 (Publication 78).

Important reminders

You may be required to file electronically

Typically, you must file electronically if you had \$10 million or more in assets and you file at least 250 returns (such as income, excise, employment tax, and information returns like W-2s and Forms 1099) in a calendar year.

For more information on electronic filing requirements, visit www.irs.gov/efile and search for Charities and Non-Profits.

Additional information

- Visit www.irs.gov/cp259h.
- For tax forms, instructions, and publications, visit www.irs.gov or call 1-800-TAX-FORM (1-800-829-3676).
- Keep this notice for your records.

If you need assistance, please don't hesitate to contact us.



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[Redacted]

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INTERNAL REVENUE SERVICE

[Redacted]
[Redacted]
[Redacted]

Fold here

Response form

Complete both sides of this form, and send it to us along with your Form [Redacted] in the enclosed envelope. Be sure our address shows through the window.

If you are only sending us your completed Response form, you may fax it to us at [Redacted] (not a toll-free number).

Provide your contact information

If your address has changed, please make the changes below.

[Redacted]
[Redacted]

[Redacted]	<input type="checkbox"/> a.m. <input type="checkbox"/> p.m.	[Redacted]	<input type="checkbox"/> a.m. <input type="checkbox"/> p.m.
Primary phone	Best time to call	Secondary phone	Best time to call

1. Indicate whether any of the following circumstances apply to you

If you already filed a Form [Redacted]

I already filed my return for [Redacted] and I am enclosing a signed and dated copy of the return (or confirmation of electronic filing) as verification.

Name(s) shown on return

Employer Identification number (EIN) listed on the return

Is this EIN different from the one on this notice? Yes No

Form(s) filed

Tax period(s) ending date

Date tax return was filed

If you are filing late

I'm enclosing a signed and dated copy of my [Redacted] return (plus any schedules and attachments).

Explain why you are filing late.

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.....
.....
.....

Continued on back...

Indicate whether any of the following circumstances apply to you—continued

If you don't think you have to file Form [REDACTED] or Form [REDACTED] for [REDACTED]

Explain why you don't think you are required to file a Form [REDACTED] or Form [REDACTED] for [REDACTED]

- My organization's gross receipts are less than \$ [REDACTED]
- My organization is a Qualified State or Local Political Organization and its gross receipts are less than \$ [REDACTED]
- My organization ceased operations as of: and filed a final Form [REDACTED] on on (date of filing).
- Other reason for not filing (explain below; attach additional sheets if necessary)

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2. Please sign and send this form to us

Under penalties of perjury, to the best of my knowledge, the information in this form is correct and complete.

Signature Date

Title