

Start here - <http://www.irs.gov/charities/index.html>

This screenshot shows the IRS website's index for Charities & Non-Profits. The browser window title is "Tax Information for Charities & Other Non-Profits - Windows Internet Explorer". The address bar shows <http://www.irs.gov/charities/index.html>. The page features a navigation menu on the left with sections for "Charities & Non-Profits Topics" and "IRS Resources". The main content area includes several articles and links, such as "New On-Line Help for Completing Form 990", "2008 Forms 990 and 990-EZ Available", and "Annual Electronic Filing Requirement for Small Exempt Organizations — Form 990-N (e-Postcard)". A red circle highlights the link for the e-Postcard filing requirements.

Charities & Non-Profits Topics

- Life Cycle
- Search for Charities
- A-Z Site Index
- Published Guidance
- EO Newsletter
- Calendar of Events
- Exempt Organizations FAQs
- More Topics ...

IRS Resources

- Compliance & Enforcement
- Contact My Local Office
- e-file
- Forms and Publications
- Frequently Asked Questions
- Newsroom
- Taxpayer Advocate Service
- Where To File

New On-Line Help for Completing Form 990
Review the Form 990 of a hypothetical tax-exempt organization. This case study and a series of videos help guide organizations through completing the new, redesigned Form 990.

2008 Forms 990 and 990-EZ Available
The 2008 Forms 990 and 990-EZ information returns for tax-exempt organizations, along with schedules and instructions, for filing in 2009, are available.

EO Exemption Application User Fees to Increase in 2010
User fees to change for EO applications postmarked after January 3, 2010

Proposed Regulations - Type III Supporting Organizations
Payout requirements for Type III organizations and defining "functionally integrated" organizations.

New Fact Sheet on Termination or Merger of Exempt Organizations
How an exempt organization notifies the IRS when it terminates or merges.

ABC's for Tax-Exempt Organizations
Resources for managers of new and small tax-exempt organizations.

Annual Electronic Filing Requirement for Small Exempt Organizations — Form 990-N (e-Postcard)
e-Postcard filing requirements and links to the filing system and public disclosure site.

Elimination of the Advance Ruling Process for 501(c)(3) Public Charities
Under new regulations, most charities need no longer file Form

Reliance Criteria for Private Foundations and Sponsoring Organizations That Maintain Donor Advised Funds
New guidance on determining if a potential grantee is a 509(a)(1), (2), or (3) public charity.

Proposed Regulations – Church Examinations
Would clarify procedures for authorizing church tax inquiries.

IRS Training Materials – Governance
Materials from IRS training sessions on governance issues.

We Want Your Ideas for Improving Our Site
Call for suggestions for improving Charities & Non-Profits website.

New Mailing Address for Applications for Tax Exemption
Recently filed forms will be forwarded to new address.

Section 403(b) Tax-Sheltered Annuity Programs
Latest news for exempt organizations on 403(b) tax-sheltered retirement plans.

This screenshot shows the IRS website's page for the "Annual Electronic Filing Requirement for Small Exempt Organizations — Form 990-N (e-Postcard)". The browser window title is "Annual Electronic Filing Requirement for Small Exempt Organizations — Form 990-N (e-Postcard) - Windows Internet Explorer". The address bar shows <http://www.irs.gov/charities/article/0,,id=169250,00.html>. The page features a navigation menu at the top with links for "Home", "Change Text Size", "Contact IRS", "About IRS", "Site Map", "Español", and "Help". Below the menu is a search bar and a navigation bar with tabs for "Individuals", "Businesses", "Charities & Non-Profits", "Government Entities", "Tax Professionals", "Retirement Plans Community", and "Tax Exempt Bond Community". The main content area includes a navigation menu on the left, a search bar, and several sections of text, such as "Annual Electronic Filing Requirement for Small Exempt Organizations — Form 990-N (e-Postcard)", "How To File", and "Information You Will Need To File the e-Postcard". A red circle highlights the "How To File" section.

Annual Electronic Filing Requirement for Small Exempt Organizations — Form 990-N (e-Postcard)

Small tax-exempt organizations whose annual gross receipts are normally \$25,000 or less may be required to electronically submit Form 990-N, also known as the e-Postcard, unless they choose to file a complete Form 990 or Form 990-EZ.

The Pension Protection Act of 2006 added this filing requirement to ensure that the IRS and potential donors have current information about your organization.

Due Date of the e-Postcard

The first e-Postcards are due in 2008 for tax years ending on or after December 31, 2007. The e-Postcard is due every year by the 15th day of the 5th month after the close of your tax year. For example, if your tax year ended on December 31, 2007, the e-Postcard is due May 15, 2008. **You cannot file the e-Postcard until after your tax year ends.**

How To File

Click [here](#) to file the e-Postcard. If you have trouble accessing the system using that link, you may be able to access the filing site directly by typing or pasting the following address into your Internet browser: <http://epostcard.form990.org>. When you access the system, you will leave the IRS site and file the e-Postcard with the IRS through our trusted partner, Urban Institute. The form must be completed and filed electronically. There is no paper form.

Information You Will Need To File the e-Postcard

The e-Postcard is easy to complete. All you need is the following information about your organization. Click on any of the links below, if you need more information about the item.

IRS Disclaimer - Windows Internet Explorer

http://www.irs.gov/app/scripts/exit.jsp?dest=http%3A%2F%2Fepostcard.form990.org%2F

File Edit View Favorites Tools Help

Tau Kappa Epsilon Fraternity... IRS Disclaimer

Home | Change Text Size | Contact IRS | About IRS | Site Map | Español | Help

IRS.gov

Advanced Search Search Tips

Individuals | Businesses | Charities & Non-Profits | Government Entities | Tax Professionals | Retirement Plans Community | Tax Exempt Bond Community

IRS Resources

- Compliance & Enforcement
- Contact My Local Office
- e-file
- Forms and Publications
- Frequently Asked Questions
- Newsroom
- Taxpayer Advocate Service
- Where To File

Please note that by clicking on this link, you will leave the IRS web site and enter a privately owned web site created, operated and maintained by a private business.

The information that this private business collects and maintains as a result of your visit to its web site may differ from the information that the IRS collects and maintains. (please see the IRS web site privacy and security notice for privacy protections IRS provides to web site visitors).

By linking to this private business, the IRS is not endorsing its products, services, or privacy or security policies. We recommend you review the business's information collection policy or terms and conditions to fully understand what information is collected by this private business.

Leave IRS Site Return to Previous Page

Accessibility | Freedom of Information Act | Important Links | IRS Privacy Policy | USA.gov | U.S. Treasury

e-Postcard: file your electronic IRS Form 990-N - Windows Internet Explorer

http://epostcard.form990.org/

File Edit View Favorites Tools Help

Tau Kappa Epsilon Fraternity... e-Postcard: file your elec...

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e-Postcard
file your electronic IRS Form 990-N

Home Support Links Log In

e-Postcard: file your electronic IRS Form 990-N

File your electronic Form 990-N (e-Postcard).
Click [here](#) for more information on who must file Form 990-N (e-Postcard)

NOTICE: If you are a subordinate organization, be sure to use your own employer identification number (EIN). Do not use the EIN of your parent organization or another subordinate organization.

Note: You cannot file your e-Postcard until after your tax year ends. Click [here](#) for more details.

STEP 1: [Register as a New User](#)

To file Form 990-N (e-Postcard), you must register and obtain a login ID. Click the link above to request a login ID. If you already have a login ID, either recently created or from a previous year, go to Step 2.

STEP 2: [Create your Form 990-N \(e-Postcard\)](#)

Once you have a login ID, you can access the system and create your e-Postcard. Click the link above to begin the process.

STEP 3: Submit your Form 990-N (e-Postcard)

Once you complete your e-Postcard, click the "Submit Filing to IRS" button.

[Requirements and tips](#) for using this website.

Quick Menu

- Register as a New User
- Update Email/User Information
- Create New e-Postcard
- Edit/View Existing e-Postcard

Technical Support
Frequently Asked Questions
Privacy Policy

First time only!

Request Login ID - Windows Internet Explorer
http://epostcard.form990.org/frmNPRRequestLogin.asp

Urban Institute **e-Postcard**
file your electronic IRS Form 990-N

Home Support Links Log In

Request Login ID

You need a login ID and password to electronically file your organization's IRS Form 990-N (e-Postcard).

Exempt Organizations: If you are filing or assisting someone who is filing, you will need the organization's employer identification number (EIN). The EIN is a 9-digit number with the following format (xx-xxxxxxx). When you enter the EIN on the next page, the system will create your login ID based on the organization's EIN. The login ID will be the EIN (without the dash) plus a two digit number (i.e. xxxxxxxx01). Your login ID will never change. If another user requests a login ID for the same EIN, the last two digits of his or her login ID will be different (i.e. xxxxxxxx02, xxxxxxxx03, etc).

Preparers: If you are a professional preparer or you are assisting more than one organization, you can request one "Preparer" login ID that allows you to submit Forms 990-N (e-Postcards) on behalf of multiple exempt organizations. After you select "Preparer" on the next page, you will be prompted to enter your personal login ID. Your login ID will not be based on the EIN of an organization.

Once you have completed the login ID request process, you will receive an email containing an activation link. Click on the link to activate (and use) your login ID. The e-Postcard website will **not** recognize your login ID until you activate it through the email link.

Next >>

Questions or problems regarding this web site should be directed to [Tech Support](#)
Concerned about your privacy? Please view our [privacy](#) policy.
This website is best viewed with Microsoft Internet Explorer 5.5+ or Mozilla Firefox with a screen resolution of 1024 X 768.
Last modified: September 24, 2009.

Request Login ID - Windows Internet Explorer
https://epostcard.form990.org/frmNPRRequestLogin1Type.asp

Urban Institute **e-Postcard**
file your electronic IRS Form 990-N

Request Login ID

Please select Exempt Org or Preparer: (for a definition of the two login ID types, return to the previous page.)

Login ID Type: **Exempt Organization**

Organization EIN: -

If you are a subordinate organization, be sure to enter your own EIN. Do not enter the EIN of your parent organization or another subordinate organization.

Your chapter's EIN

<< Back | **Next >>**

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Last modified: September 24, 2009.

Request Login ID - Windows Internet Explorer

https://epostcard.form990.org/frmNPRequestLogin2Info.Asp

File Edit View Favorites Tools Help

Tau Kappa Epsilon Fraternity... Request Login ID

Urban Institute **e-Postcard**
file your electronic IRS Form 990-N

Request Login ID

Please enter the following information and then click the 'Next' button (All fields are required.)

Login ID Type: Exempt Organization
Login ID: Your chapter's EIN
Organization Name: Chapter name – tied to EIN
Password: NOTE: Password must be between 6 and 15 characters and is case sensitive.
Verify Password:
First Name:
Last Name:
Email Address:
Verify Email Address:
Daytime Phone:

<< Back Next >>

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Last modified: September 24, 2009.

Request Login ID - Success - Windows Internet Explorer

https://epostcard.form990.org/frmNPRequestLogin3Success.asp

File Edit View Favorites Tools Help

Tau Kappa Epsilon Fraternity... Request Login ID - Success

Urban Institute **e-Postcard**
file your electronic IRS Form 990-N

Request Login ID - Success

The following login ID was successfully created:

Login ID: Your chapter's EIN
Name: Name from last screen
Email: Email from last screen
Organization: Chapter name – tied to EIN

Activating Your Login ID.

You will receive an email containing a link that will allow you to activate your login ID and create your e-Postcard.

IMPORTANT: If the email account above has a spam filter, please ensure that the filter allows emails from epostcard@urban.org.

Close your browser now and activate your login ID through the link in the activation email.

Questions or problems regarding this web site should be directed to [Tech Support](#)
Concerned about your privacy? Please view our [privacy](#) policy.
This website is best viewed with Microsoft Internet Explorer 5.5+ or Mozilla Firefox with a screen resolution of 1024 X 768.
Last modified: September 24, 2009.

You get an email with your Login information and a link to activate

Now you can file

Returning user login

Urban Institute

e-Postcard
file your electronic IRS Form 990-N

Home Support Links Log In

Login

NOTICE: If you are a subordinate organization, be sure to use your own employer identification number (EIN). Do not use the EIN of your parent organization or another subordinate organization.

Note: You cannot file your e-Postcard until after your tax year ends. Click [here](#) for more details.

You have requested an option that requires you to login.

Please enter your login ID and password:

Login ID

Password

NOTE: Your password is case sensitive

Chapter's EIN

Password from registration

Log In Cancel

If you do not remember your login ID: For tax exempt organizations, your login ID is the EIN of your organization (without the dash) plus a sequential number starting with 01. So for EIN 00-1234567, the first login ID created would be 00123456701, the second login ID would be 00123456702, and so on. If you know your login ID, but forgot your password, enter your login ID above and click the 'Email Password' button. The system will send your password to the email address we have on file for you.

I forgot my password, please email it to me. Email Password

If you do not have a login ID and password, please click the [Request Login ID](#) button. Request Login ID

Questions or problems regarding this web site should be directed to [Tech Support](#).

You cannot change the date on this page

Urban Institute

e-Postcard
file your electronic IRS Form 990-N

Form 990-N Home Control Panel Log Out

Electronic Notice - Form 990-N (e-Postcard) Organization Information

A For the tax year period beginning 6/1/2008 and ending 5/31/2009. This is the Fraternities fiscal year.

B Has your organization terminated or gone out of business? No Yes

Are your gross receipts normally \$25,000 or less? Yes

C Organization's legal name - Line 1 Chapter name - tied to EIN
Organization's legal name - Line 2

D Employer identification number (EIN) Chapter's EIN

Cancel Filing Next Page

Click the image next to any field for help/instructions.

Questions or problems regarding this website should be directed to [Tech Support](#).
Concerned about your privacy? Please view our [Privacy Policy](#).
Website last modified on: December 31st, 2008.
This website is best viewed with Microsoft Internet Explorer 5.5+ or Mozilla Firefox 1.0+ with a screen resolution of 1024 X 768.
You are currently using Microsoft Internet Explorer 7 in 1024 X 768 resolution.

Fill in the blanks, save changes if you need to leave and come back.
Click submit to IRS on the bottom when done.

Form 990-N (e-Postcard) Online - Organization Address and Principal Officer Information Page - Windows Internet Explorer

http://epostcard.form990.org/DEntry/Form990NMainPartII.asp

File Edit View Favorites Tools Help

Tau Kappa Epsilon Fraternity... Form 990-N (e-Postcard) ...

Electronic Notice - Form 990-N (e-Postcard)
Organization Address and Principal Officer Information

Save Changes before jumping to another page.

C Organization's legal name:

C If your organization conducts business using another name (dba), enter other name:

DBA name

DBA name - continued

C In Care of Name

C Organization's mailing address:

Country

Number and street (or PO Box) - Line 1

Number and street (or PO Box) - Line 2

City or town

State

Zip code

E Organization's website address, if applicable

F Principal Officer:

Type of name

Name

Confirmation page

Form 990-N (e-Postcard) Submitted - Windows Internet Explorer

http://epostcard.form990.org/frmFilingSubmitted.asp?GroupID=423145

File Edit View Favorites Tools Help

Tau Kappa Epsilon Fraternity... Form 990-N (e-Postcard) ...

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e-Postcard
file your electronic IRS Form 990-N

Home Support Links Log Out

Form 990-N (e-Postcard) Submitted

2008 IRS Form 990-N (e-Postcard)
6/1/2008 - 5/31/2009

Congratulations, your Form 990-N (e-Postcard) has been submitted to the IRS.

Once the IRS receives and processes your e-Postcard (usually within 30 minutes), you will receive an email indicating whether your e-Postcard was accepted or rejected. If accepted, you are done for the year. If rejected, the e-filing receipt email will contain instructions on how to correct the problem.

Questions or problems regarding this web site should be directed to [Tech Support](#)
Concerned about your privacy? Please view our [privacy](#) policy.
This website is best viewed with Microsoft Internet Explorer 5.5+ or Mozilla Firefox with a screen resolution of 1024 X 768.
Last modified: September 24, 2009.

Filing Status Page

Check Filing Status - Windows Internet Explorer
http://epostcard.form990.org/frmNPCheckFedStateGroupStatus.asp?GroupID=777098

Urban Institute **e-Postcard**
file your electronic IRS Form 990-N

Home Support Links Log Out

Check Filing Status

2009 IRS Form 990-N (e-Postcard)
6/1/2009 - 5/31/2010

Links
[Control Panel](#)

View e-Postcard Image
[View Form 990-N \(e-Postcard\)](#)

Current Status: **Accepted**
Congratulations, the IRS accepted your Form 990-N (e-Postcard).

Next Step: Your next e-Postcard will be due after 5/31/2011.

[Delivery Status](#)

No.	Filing	Delivery	Status	Postmark
1	Form 990-N	E-file	Accepted on 8/10/2010	8/10/2010 9:33:51 AM

Questions or problems regarding this web site should be directed to [Tech Support](#).
Concerned about your privacy? Please view our [privacy](#) policy.
This website is best viewed with Microsoft Internet Explorer 5.5+ or Mozilla Firefox with a screen resolution of 1024 X 768.
Last modified: June 18, 2010.

Confirmation Email

Form 990-N E-filing Receipt - IRS Status: Accepted - Message (Plain Text)

From: epostcard@urban.org Sent: Tue 8/10/2010 9:40 AM

To: [Redacted]

Cc: [Redacted]

Subject: Form 990-N E-filing Receipt - IRS Status: Accepted

Organization: [Redacted]
EIN: [Redacted]
Submission Type: Form 990-N
Year: 2009
Submission ID: 7800582010222ar82986
e-File Postmark: 8/10/2010 9:33:51 AM
Accepted Date: 8/10/2010

The IRS has accepted the e-Postcard described above. Please save this receipt for your records.

Thank you for filing.

e-Postcard technical support
Phone: 866-255-0654 (toll free)
email: ePostcard@urban.org

Indianapolis, IN 46278