


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

Charities & Non-Profits



- Charitable Organizations
- Churches & Religious Organizations
- Political Organizations
- Private Foundations
- Other Non-Profits
- Contributors

Charities & Non-Profits Topics

- A-Z Index
- Search for Charities
- Calendar of Events
- Charity and Nonprofit Audits
- Free e-Newsletter
- Online Training
- Life Cycle
- Taxpayer Bill of Rights

Tax Information for Charities & Other Non-Profits

Applying for Tax-Exempt Status
Information about how to apply for IRS recognition of tax-exempt status.

Annual Reporting & Filing
990-series forms, requirements, and filing tips

Revoked? Reinstated? Learn More
Information about the automatic revocation process and how to be reinstated.

EO Select Check
Search for a tax-exempt's status.

Educational Products, Workshops and Seminars for Exempt Organizations
IRS programs and materials for non-profit organizations.


How to Stay Exempt
Resources for tax-exempt nonprofit organizations.

StayExempt.IRS.gov
Tax basics for exempt organizations

About Us
General information and how to contact us.

News

- New Form 1023-EZ
- Charting Path Forward - April 24 Update
- Streamlined Option for Some (c)(4)s




How to Stay Exempt

Sign up for a free phone forum

[Reserve Your Spot](#)

Page Last Reviewed or Updated: 25-Aug-2014

Select: "Annual Electronic Notice"



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- Political Organizations
- Private Foundations
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- Contributors

Annual Reporting & Filing

- 990-Series Returns (current year forms and schedules)
- Which form should I use?
- Annual electronic notice (e-Postcard) for small exempt organizations**
- Filing tips
- How do I complete Form 990?

Page Last Reviewed or Updated: 20-Nov-2013

Select: “This Link” under “How to File”



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

Most small tax-exempt organizations whose annual [gross receipts](#) are [normally \\$50,000 or less](#) are 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 instead.

If you do not file your *e-Postcard* on time, the IRS will send you a reminder notice. There is no penalty assessment for late filing the *e-Postcard*, but an organization that fails to file required *e-Postcards* (or information returns – Forms 990 or 990-EZ) for three consecutive years will [automatically lose its tax-exempt status](#). The revocation of the organization's tax-exempt status will not take place until the filing due date of the third year. Watch the IRS YouTube [presentation](#).

Due Date of the e-Postcard

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, the *e-Postcard* is due May 15 of the following year. If the due date falls on a Saturday, Sunday, or legal holiday, the due date is the next business day. **You cannot file the e-Postcard until after your tax year ends.**


How to File

Use [this link](#) 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 [eight items of basic information](#) about your organization.

Select: “Leave this site”



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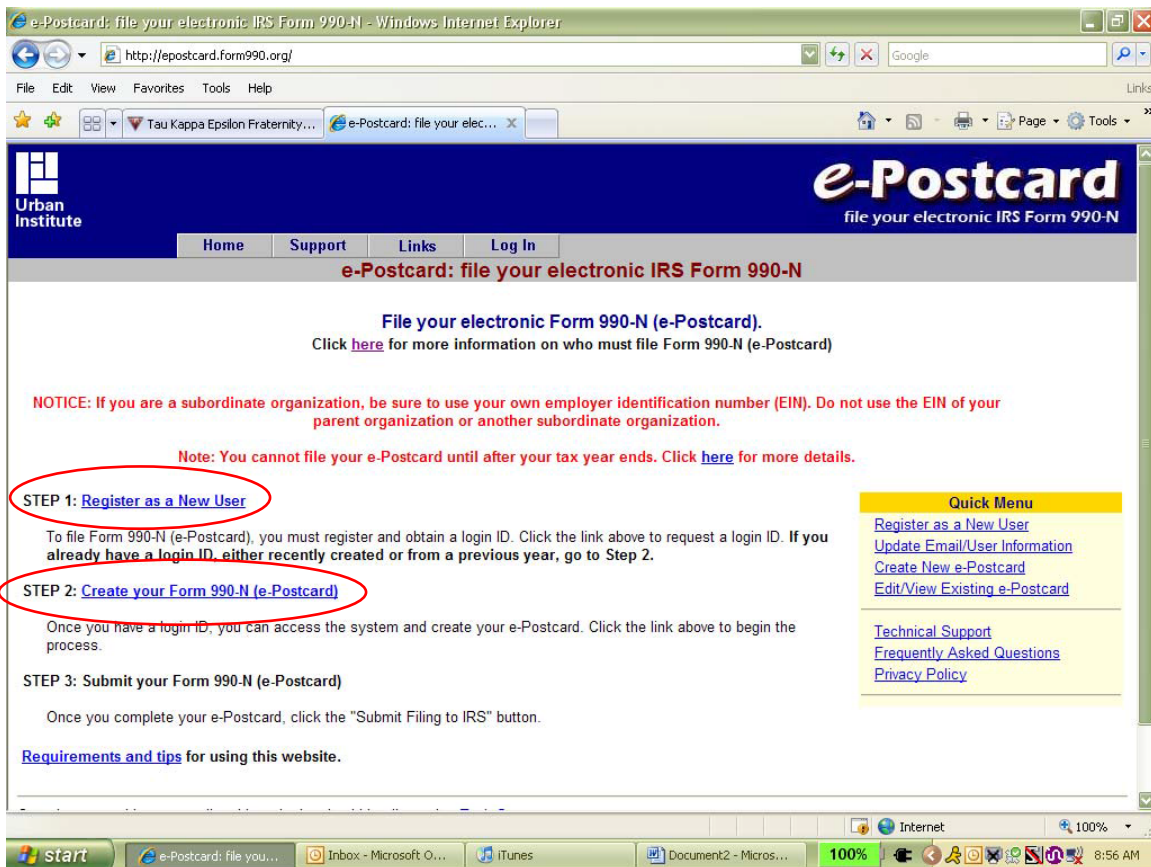
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Please note that by clicking on this link, you will leave the IRS web site and enter a privately owned web site created, operated and maintained by a private business.

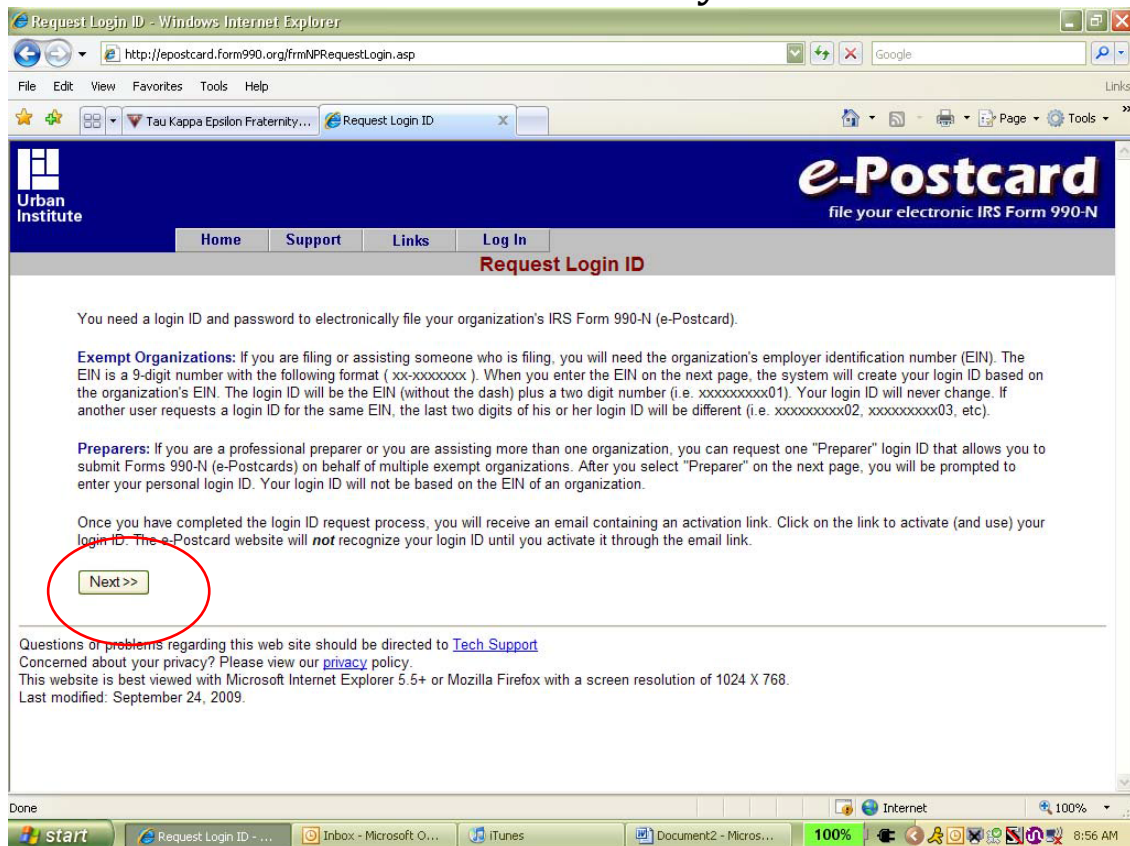
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First time only



Request Login ID - Windows Internet Explorer

https://epostcard.form990.org/frmNPRequestLogin1Type.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 select Exempt Org or Preparer: (for a definition of the two login ID types, return to the previous page.)

Login ID Type:

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.

<< Back Next >>

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Last modified: September 24, 2009.

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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.)

Your chapter's EIN
Chapter Name

Login ID Type:

Login ID:

Organization Name:

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:

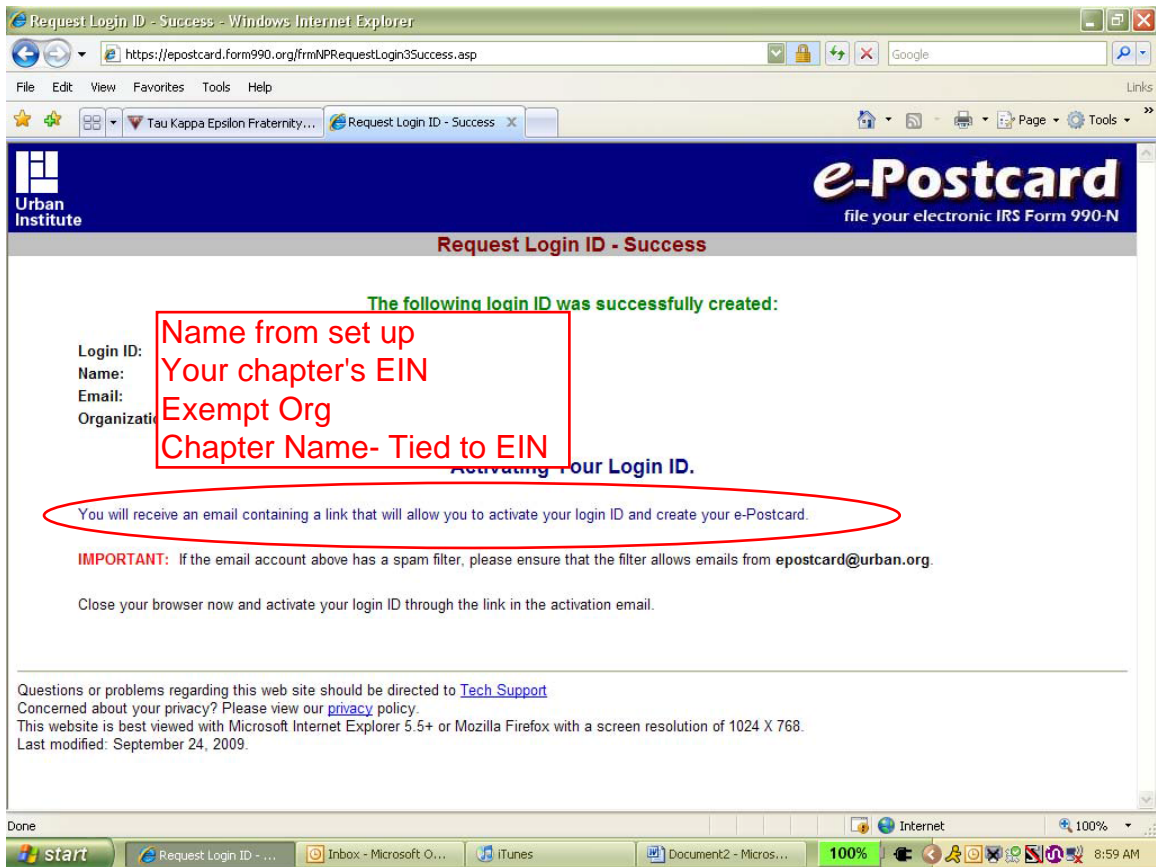
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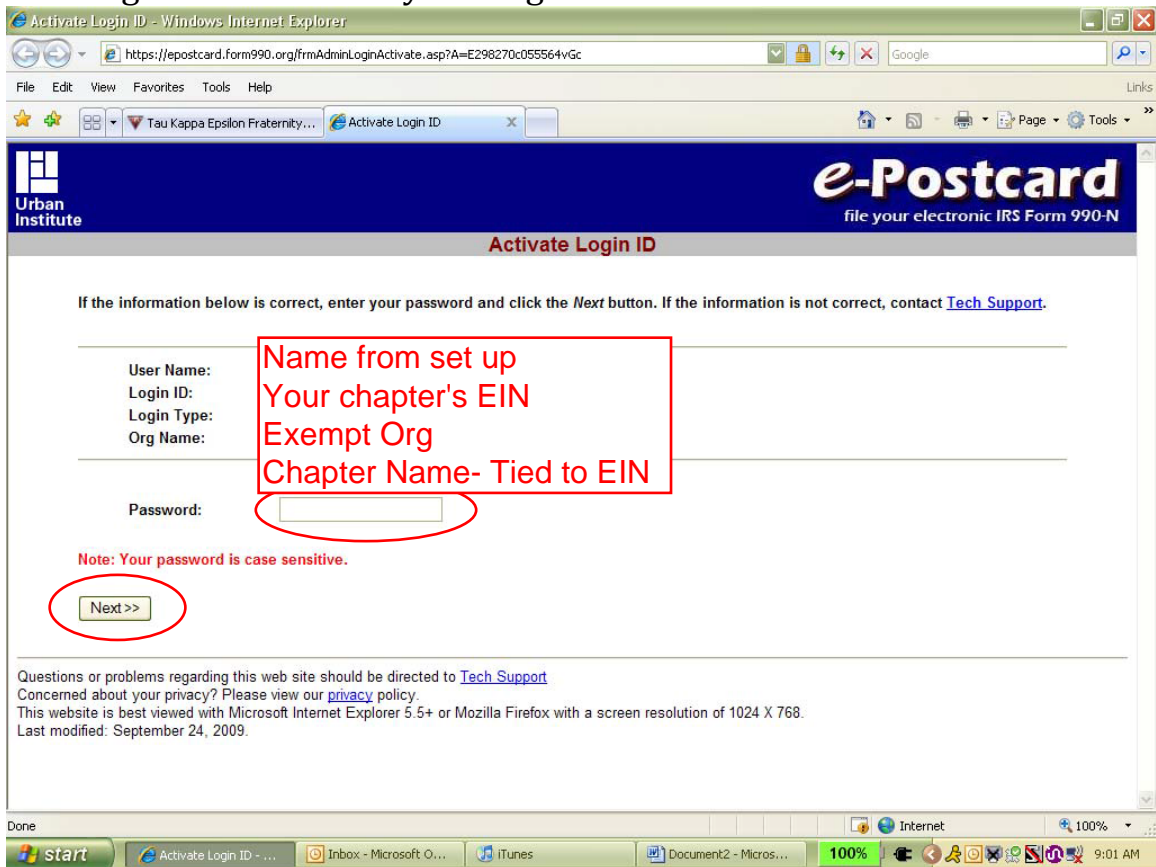
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Done

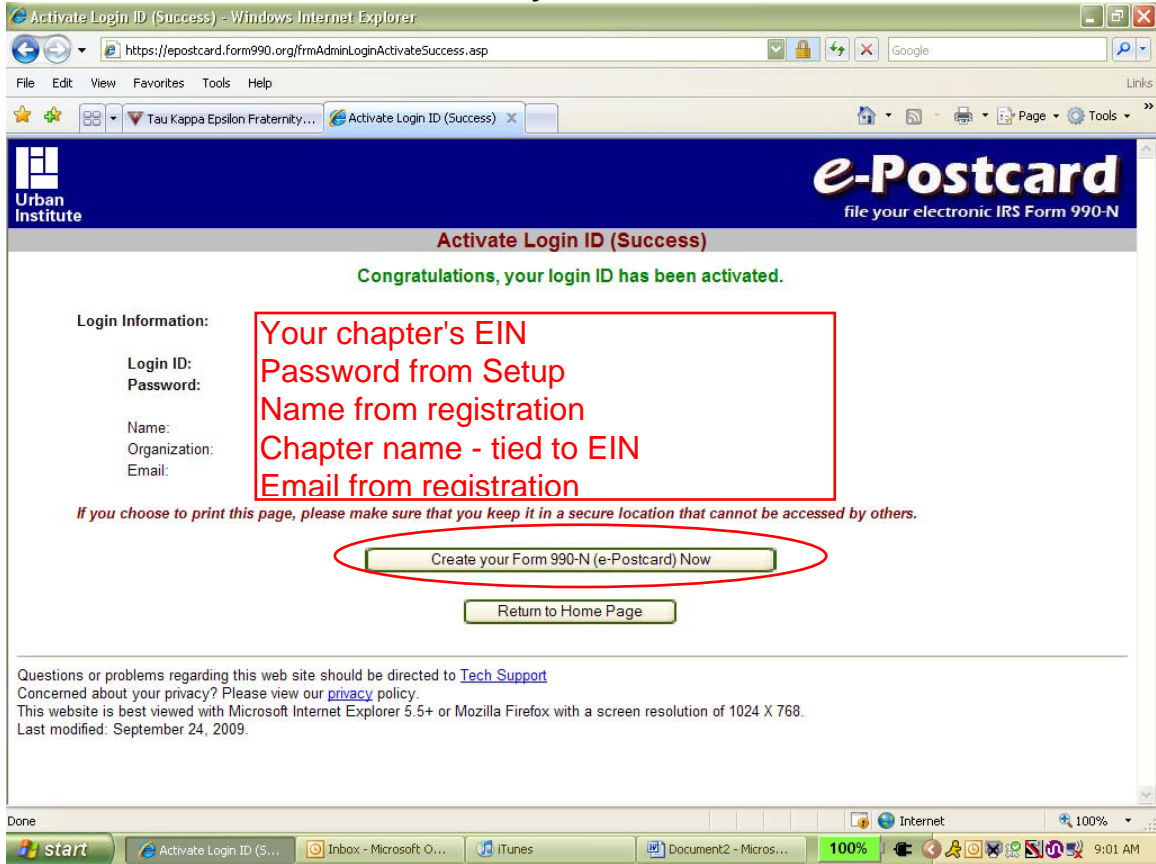
start Request Login ID - ... Inbox - Microsoft O... iTunes Document2 - Micros... 100% Internet 8:58 AM



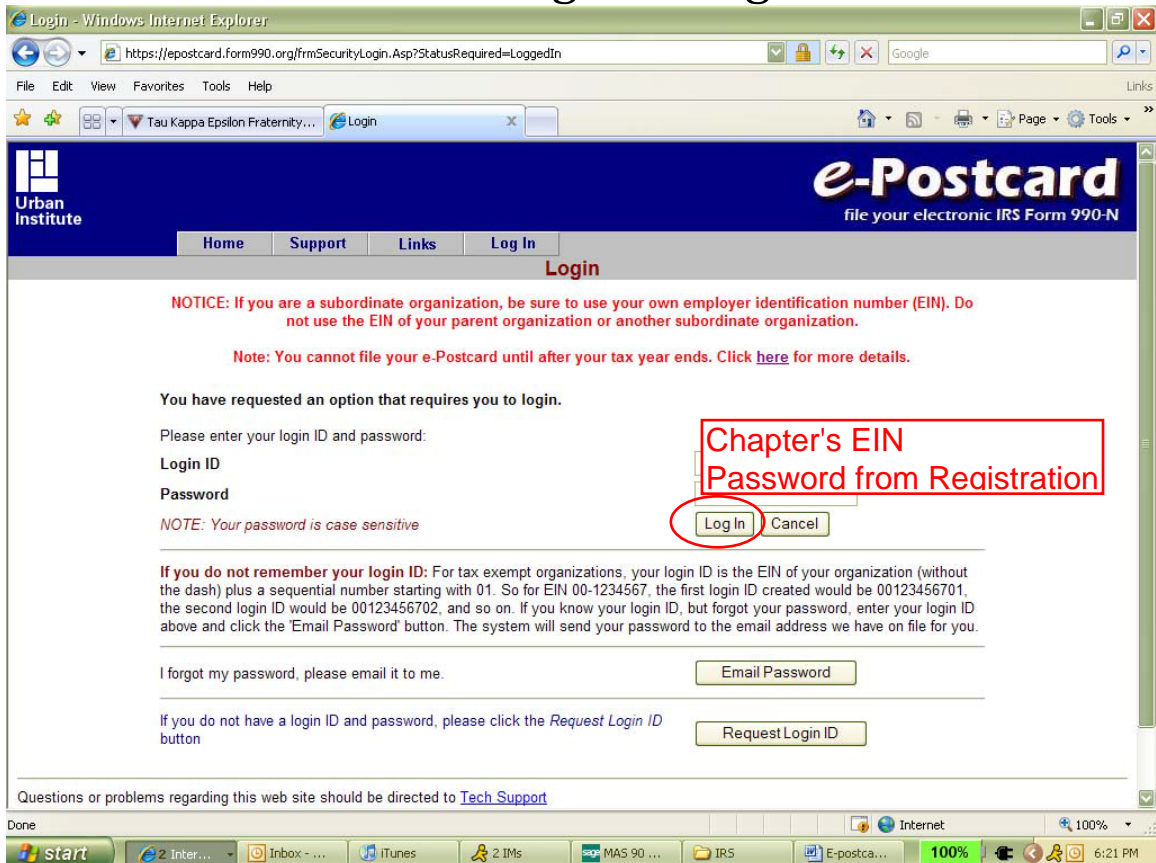
You get an email with your Login information and a link to activate



Now you can file



Returning user login



You cannot change the data on this page

Form 990-N (e-Postcard) Online - Organization Information - Windows Internet Explorer

http://epostcard.form990.org/IDEntry/Form990NCreate.asp

File Edit View Favorites Tools Help

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

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 TKE's 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 -
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.
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Website last modified on: December 31st, 2008.
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You are currently using Microsoft Internet Explorer 7 in 1024 X 768 resolution.

Done

start Form 990-N (e-Post... Inbox - Microsoft O... iTunes Document2 - Micros... 100% 9:02 AM

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/IDEntry/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. Save Changes

C Organization's legal name: Chapter 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 United States
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

Done

start 2 Internet ... Inbox - Micr... iTunes Document2 - ... MAS 90 Desk... 100% 9:06 AM

Confirmation Page

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

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

File Edit View Favorites Tools Help

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

Home Support Links Log Out

Form 990-N (e-Postcard) Submitted

KCL PROPERTIES INC
26-1347279
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.

[Log out](#) [Go To Filing Status Page](#)

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Last modified: September 24, 2009.

Done

start 2 Internet ... Inbox - Micr... iTunes Document2 ... MAS 90 Desk... 100% 9:11 AM

Filing Status Page

Check Filing Status - Windows Internet Explorer

http://epostcard.form990.org/firmNPCheckFedStateGroupStatus.asp?GroupID=777098

File Edit View Favorites Tools Help

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

Home Support Links Log Out

Check Filing Status

KCL PROPERTIES INC
26-1347279
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

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Last modified: June 18, 2010.

start iTunes Check Filing Status - ... 2 Microsoft Office O... E-postcard screen sh... 99% 10:14 AM

Confirmation Email

