California Garden Clubs Inc.

CGCI Group Tax Exemption Program Renewal Form
for **Fiscal Year July 1, 2027- June 30, 2028*****

***NOTE: Do not change the dates reflected on this form, which will render it invalid. **You are submitting activity and financial information for your Club's recently completed fiscal running from July 2025 - June 2026.** (The year for GTEP purposes runs 1 year ahead.) If your Governmental (IRS and FTB) filings were for an accounting period different than July 2025 - June 2026, please contact me.

Club or District Name: _____

Our Club's District is: _____

☐ We elect **TO BE INCLUDED** in the California Garden Clubs Inc. Group Tax Exemption Program for the **Fiscal Year July 1, 2027 - June 30, 2028** (please complete all items below.)

OR

☐ We elect **TO NO LONGER BE INCLUDED** in the California Garden Clubs Inc. Group Tax Exemption Program. (please sign this form and return it to the address listed.)

---

1. Club Designated GTEP Information **Place your initials in the appropriate boxes below for a) and b)**

a) Our organization		**<u>has a permanent PO Box mailing address</u> and** is included below.
		<u>does not have a permanent mailing</u> address; therefore, the address included below is the mailing address of our organization's current president / director. If your organization **has a** permanent **mailing address use that instead of the** President/Treasurer or Director address**.**
b) Private foundation		I affirm that our organization is NOT a private foundation.
		Our organization has changed and is NOW a private foundation.
	(Note: A determination by the IRS that your club or district is a private foundation will jeopardize your ability to be included in the CGCI Group Tax Exemption Program.)	
Contact Name		
Mailing Address		
City		**Zip-code (5x4)**
Contact Phone Number		**Email**

2. Organization Activity **By placing your initials in each box below,** you affirm the following statements as the authorized representative for this member of the CGCI Group Tax Exemption Program, I affirm that our CGCI CLUB or DISTRICT understands that:

	It is required to submit a **list and description of the <u>actual activities</u>** for the most recently completed fiscal year to CGCI with this renewal form.
	It is required to submit a **<u>financial report</u>** for the most recently completed fiscal year to CGCI with this renewal form.

Revised Sept 2026

California Garden Clubs Inc.

CGCI Group Tax Exemption Program Renewal Form
for **Fiscal Year July 1, 2027- June 30, 2028*****

	It is relieved from having to file IRS Form 1023, *Application for Recognition of Exemption Under Section 501(c) (3) of the IRC*, and Form 1024 *Application for Recognition of Exemption Under Section 501(a).*
	It is subject to the general supervision of California Garden Clubs Inc. as outlined in our Articles of Affiliation.
	It is responsible for its own tax return filings with the IRS and CA Franchise Tax Board (FTB) and **GENERAL NON-PROFIT/CHARITY Related Forms** any other that may be required. *California Garden Clubs Inc. does not file group tax returns.*

3. Financial Information Fill in the dates the forms were filed and ATTACH IRS AND CA FTB PROOF OF FILING:

	DATE FORMS FILED
Our gross receipts were equal to or less than $50,000.	
Our IRS Form 990-N was filed online on	
Our CA FTB Form 199-N was filed online on	
Our gross receipts were more than $50,000	
Our IRS Form 990 or 990-EZ was filed mailed on	
Our CA FTB Form 199 was filed mailed on	
Our Annual Registration Renewal Report (Form RRF-1) was filed on	
Our Annual Treasurers Report (Form CT-TR-1) was filed on	

4. Signature: I attest that to the best of my knowledge; the above information is correct.
All items must be completed. This form must be signed by the president / director or treasurer of the CGCI Group Tax Exemption Program member organization.

Signature: _____

Print Name: _____

Title: _____ Date: _____

Email: _____ Telephone: _____

Revised Sept 2026

California Garden Clubs Inc.

CGCI Group Tax Exemption Program Renewal Form
for **Fiscal Year July 1, 2027- June 30, 2028*****

Checklist for submitting completed renewal form with related documentation and payment. Review carefully to ensure that all items are included!

	RENEWAL FORM, signed
	ACTIVITIES REPORT
	FINANCIAL REPORT
	PROOF OF FORM 990/990N AND FORM 199/199N FILING
	NON-REFUNDABLE **RENEWAL FEE: Received prior to January 15, 2027,** a check for $15.00, payable to **CGCI.**
	LATE RENEWAL FEE: Received after January 15, 2027, a check for $65.00 payable to **CGCI.** **PLEASE NOTE: RENEWALS RECEIVED MARCH 1, 2027 OR LATER WILL NOT BE ACCEPTED AND YOU WILL AUTOMATICALLY NOT BE INCLUDED GTEP.**
	Mail to: Cynthia Jackson, GTEP Chairwoman **5026 Escalon Avenue, Los Angeles, CA 90043-1646**

For Chair Use Only

Date received:

Complete?: **Missing:**

Emailed acknowledgement:

Follow-up:

Revised Sept 2026