



## IWLA 501(c)(3) Compliance Check List

The League has developed this brief check list to help chapters and divisions track their submissions and to simplify the process of reporting when certain documents do not have to be submitted. Please use this form and include it when returning copies of the relevant information to the national office. Thank you.

Chapter / Division Name: \_\_\_\_\_

Please check the appropriate response:

### By-laws

- Enclosed     Not amended since last submission  
Date most recently amended \_\_\_\_\_

NEW: Has your **chapter** reviewed its by-laws in the past 5 years?    Yes    No

### Articles of Incorporation

- Enclosed     Not amended since last submission  
Date most recently amended \_\_\_\_\_

### IRS Form 990, 990 EZ or 990 N Postcard

- Enclosed  
 Extension requested (please enclose copy of request form and IRS approval)

### State Corporate Filings for 2023

- Enclosed  
 State filings not required

### Proof of Insurance \*

- Certificate Enclosed  
 Chapter does not own, rent or lease property

### Chapter / Division Questionnaire

- Enclosed

\* a copy of a canceled check paying the premium is not acceptable proof of insurance