

## **FORM 990 INFORMATION**

Attention Beta Theta Pi Chapter Presidents:

All chapters are required to file Form 990 with the Internal Revenue Service by April 15<sup>th</sup> or the 15<sup>th</sup> of the fifth month after the close of the fiscal year. *Example: Most chapters are on a Fiscal Year ending June 30<sup>th</sup>, therefore, the 990 File date is November 15<sup>th</sup>.*

Instructions for Form 990 require that the chapter enter Line "I" the General Fraternity's Group Exemption Number (GEN)#0315.

All chapters that are required to file Form 990 need to forward a copy of the Form 990 to the Administrative Office for permanent record. If a chapter neglects to file a Form 990 with the IRS, the IRS will notify the chapter, requesting compliance.

If necessary, the chapter can file an Extension (Form 7004) that grants the chapter three additional months to file. The request for extension must be filed with the IRS by the original date for filing Form 990.

If you have any questions, please contact the Beta Theta Pi Administrative Office Finance Department at 800-800-BETA.

**If your chapter is required to file a 990 and neglects to file, your chapter can be assessed a penalty up to \$10,000 by the IRS and have your chapters tax exempt status revoked. This revocation would result in the IRS requiring your chapter to pay corporate income tax (approx. 40%).**