

## Organization Information Checklist

Please provide us with brochures and literature about the organization

Legal name of organization:	
If organization is known by any other name(s), please list:	
Is the organization a subsidiary or affiliate of another organization? If so, please provide this information here:	
Date the organization was founded:	
State of incorporation and date of incorporation:	
501(c)(3) information if applicable	
Federal Tax I.D. Number:	
State Tax ID/Unemployment Insurance Number:	
NAICS Code:	
Headquarters address:	
HQ Phone/Fax numbers:	
HQ email address and web address:	
The place where documentation, notices, etc. is kept. Is documentation at a central location or kept at place where person will work? Please specify:	
Number of employees at organization. Please give worldwide and US figures:	
Gross income for previous year:	
Person or persons at organization, and their titles, who can sign forms:	