



**Section Authorization for Inclusion in Group Exemption -- Reporting for Tax Year \_\_\_\_\_**

The \_\_\_\_\_ Section of The American Ceramic Society hereby authorizes its inclusion in the group exemption of The American Ceramic Society (#5050). As such, we authorize The American Ceramic Society to file an annual tax return (990-N) on behalf of our Section, unless otherwise indicated below.

***Please note that if you do not authorize The American Ceramic Society to file a 990-N on your behalf, the Section will be required to file its own tax form each year.***

*If your Section filed/plans to file its own annual tax return, please initial here: \_\_\_\_\_*

We also agree to provide the following information to The American Ceramic Society for the \_\_\_\_\_ reporting year (*please initial each*):

\_\_\_\_\_ Section Financial Summary (see next page)

\_\_\_\_\_ Year-end bank statements for all accounts (copies are fine)

\_\_\_\_\_ Section Chair's report of Section activities during 2017 (see next page)

Officer Completing Report: \_\_\_\_\_

Officer Signature and Title: \_\_\_\_\_ Date \_\_\_\_\_

**SECTION FINANCIAL INFORMATION – End of Year** \_\_\_\_\_

Please print all information.

Section Name: \_\_\_\_\_

Treasurer's Name: \_\_\_\_\_

**ASSETS**

Checking: \_\_\_\_\_

Savings: \_\_\_\_\_

Other: \_\_\_\_\_

**Total Assets:** \_\_\_\_\_

**LIABILITIES**

Accounts Payable: \_\_\_\_\_

Other: \_\_\_\_\_

**Total Liabilities:** \_\_\_\_\_

**CHAIRPERSON'S REPORT**

Number of Meetings Held: \_\_\_\_\_

Meeting No. 1 – Date: \_\_\_\_\_

Meeting No. 2 – Date: \_\_\_\_\_

Awards given this year:

1. \_\_\_\_\_

2. \_\_\_\_\_

Comments on Section activities:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Current or Newly Elected Section Officers (name and email address)**

Chairperson: \_\_\_\_\_

Secretary: \_\_\_\_\_

Treasurer: \_\_\_\_\_

**Email or fax your completed forms to:  
Belinda Raines, The American Ceramic Society  
fax: 614-794-5888 · [braines@ceramics.org](mailto:braines@ceramics.org)**