



United States
COAST GUARD ENLISTED ASSOCIATION

(A subsidiary of USCG CPOA)

5520-G Hempstead Way
Springfield, VA 22151

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1 January 2010

From: Executive Director
To: All Branches

Subj: Annual Gross Receipts Report

Ref: (a) USCG CPOA By-laws, Section VII.3.k

1. Enclosure (1), the IRS Annual Gross Receipts Report, must be maintained on file in the national office for our association to retain our not for profit status. The completed form **MUST BE RETURNED** and received in the national office **NO LATER THAN 1 MARCH 2010**. The form must show your branch name, EIN, have the appropriate sub-paragraph of paragraph 2 circled, must be signed by the Branch President and the Branch President's name must be printed below the signature. Please check the form to ensure accuracy before mailing it to national.
2. IRS requires each subordinate element be assigned an Employee Identification Number (EIN) before it can be considered part of a not for profit organization. Enclosure (2) is a listing of the branches and their EIN status or number as recently recorded in the national office. Please be sure to indicate your correct EIN on the report form. Those branches who show **PENDING IN THE EIN COLUMN** of enclosure (2) and who have an IRS approved EIN, must provide the number to national so our records can be updated. Those branches showing **PENDING** should send a new application to the IRS to obtain an EIN.

T. R. Scaramastro

Encl: (1) Annual Gross Receipts Report Form
(2) Listing of EIN's

Copy to (w/encl): (1) CPOA National Officers
(2) CGEA National Officers

Date: _____

EIN: _____

From: _____
(Branch name)

To: USCG Chief Petty Officer's Association, 5520-G Hempstead Way, Springfield,
VA 22151

Subj: Annual Gross Receipt Report

Ref: (a) USCG CPOA By-laws, Section VII.3.k
(b) IRS Code of 1954

1. This Association is exempt from Federal Income Tax under Section 501.c(19) of reference (b). We are authorized to submit annual groups return to the IRS covering the National Office and each subordinate unit who did not have \$25,000 or more in gross receipts for the calendar year.

2. Please circle the appropriate sub-paragraph below:

(a) **WE DID NOT HAVE \$25,000** or more gross receipts for calendar year 2009. It is requested we be included in the group return filed by the National Office.

(b) **WE DID HAVE \$25,000** or more gross receipts for calendar year 2009 and will file a separate tax return with IRS.

3. Please return this completed form before 1 March 2010.

4. By signature below, I certify the above information is correct to the best of my knowledge.

(President's Signature)

(President's Name – Please Print)

BRANCH EIN

Baltimore Branch CGEA (BAB) EIN: 52-1871385

Bay Branch CGEA (BYB) PENDING

Colonial Branch CGEA (COB) EIN: 54-1887740

Elizabeth City Branch CGEA (ECB)..... EIN: 33-1109807

Emerald City Branch CGEA (EMB) EIN: 65-1312707

Garden State Branch CGEA (GSB)..... EIN: 22-0321459

Gateway Branch CGEA (GBB)..... PENDING

Juneau Branch CGEA (JUB) EIN: 92-014915

Ketchikan Branch CGEA (KEB) EIN: 51-0600048

Kodiak Branch CGEA (KOB)..... EIN: 23-7420845

Lone Star Branch CGEA (LSB)..... EIN: 41-2179763

Miami Branch CGEA (MIB) EIN: 26-2057715

Mobile Branch CGEA (MOB)..... EIN: 63-1101076

New Orleans Branch CGEA (NOB)..... EIN: 91-2129332

Petaluma Branch CGEA (PEB) EIN: 71-1048198

Sabine River Branch (SRB) EIN: Pending

Southernmost Branch CGEA (SMB)..... EIN: 27-0060872

Southern New England Branch CGEA (SNB)..... EIN: PENDING

Tampa Bay Branch CGEA (TBB) EIN: 20-5755663

Tidewater Branch CGEA (TBB)..... EIN: 01-0733148