

**COLUMBIAN FOUNDATION FOR PEOPLE
WITH MENTAL RETARDATION, INC.**

Council Chairman Form

COUNCIL NAME: _____ **COUNCIL NO:** _____

Worthy Grand Knight:

The Annual Fund Raising to Benefit People with Intellectual Disabilities requires your input to indicate that your Council will participate in this year's drive and have your Council Chairman on file.

In accordance with the IRS section 501 (c) (3) and Publication 557 Tax-Exempt Status of Your Organization (Rev March 2005), the sub-section "Separate fund-Contributions to which are deductible" funds collected by the organization or its agents for this tax exempt purpose must be organized in such a manner as to prohibit the use of its funds upon dissolution, or otherwise, for the general purpose of the organization creating it. All funds collected by the council acting as an agent of the Columbian Foundation are considered to be Public Funds. It is illegal for any council acting as an agent for the Columbian Foundation to commingle Public Funds with those of other council accounts.

You have thirty (30) days from the close of the Drive to submit your report and remit the funds after paying for your candy and other authorized expenses. All expenses claimed must have receipts attached to the reports sent to the Columbian Foundation for People with Mental Retardation, Inc.

Under no circumstances are you to make distribution directly to organizations or individuals that deal with People with Intellectual Disabilities. Federal and State regulations require that distributions be made only by the Columbian Foundation For People with Mental Retardation, Inc., (via the Grand Knight)

YES - We will participate.

PLEASE PRINT CLEARLY!

Council Chairman:	_____
Address:	_____
City, State:	_____ Zip: _____ - _____
Telephone:	Area Code (_____) _____
Fax:	Area Code (_____) _____
E-Mail:	_____
Please Print	

Date

Grand Knight

Return To: Jerry Constance, Vice. Pres/Genl. Chm.
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