

Fee Schedule

All Filing Fees to local, state and federal agencies are additional.

Legal Service	Fee (does not include filing fees)
<p>Formation services include:</p> <p>Incorporation</p> <ul style="list-style-type: none"> • Initial consultation • Articles of Organization • Bylaws • Consent of Incorporators • Consent of Directors in lieu of Initial Meeting • SS-4 / EIN Assistance • Checklist – Maintain Corporate Status • Corporate Binder with formation documents • Assistance with Initial Board Meeting (up to 2 hours) • Assistance with DOR registration • One State trademark <p>Charity Registration</p> <ul style="list-style-type: none"> • Charity Registration Form • Schedule A-2 or initial Form PC as appropriate <p>Application for Recognition of Exemption under 501(c)(3): IRS Form 1023 or 1023-EZ</p> <p>Form 1023:</p> <ul style="list-style-type: none"> • Interview • Draft(s) for client review • Conflict of Interest Policy • Final document preparation including all attachments and submission • Power of Attorney (if desired) • Response to IRS Request for Additional Information, if needed <p>Form 1023-EZ:</p> <ul style="list-style-type: none"> • Training on concepts related to 1023-EZ • Assistance with Eligibility Worksheet • Assistance with completion of 1023-EZ • Response to IRS Request for Additional Information, if needed 	\$600
<p>Application for Reinstatement of Tax-exempt Status under 501(c)(3)</p> <ul style="list-style-type: none"> • Initial Consultation • Form 1023 or 1023-EZ, as appropriate • Draft(s) for client review • Conflict of Interest Policy • Final document preparation including all attachments and submission of Form 1023 • Power of Attorney (if desired) • Training on concepts related to 1023-EZ • Assistance with Eligibility Worksheet • Assistance with completion of 1023-EZ • Response to IRS Request for Additional Information, if needed 	\$400 or hourly rate

NOTE: All clients planning to submit 1023 or 1023-EZ must provide a draft organizational budget.

IRS Form 1024 Application for Recognition of Exemption OR Application for Reinstatement of Tax-exempt Status under 501(c) – (non-charity) includes: <ul style="list-style-type: none"> • Initial interview • First draft for client review • Final document preparation including all attachments and submission • Power of Attorney • Response to IRS Request for Additional Information, if needed 	\$500 (original) Or Hourly rate for reinstatement
Customized programs delivered at Requester’s location	Request quote

Fees are billed and payable upon organization’s receipt of IRS Determination Letter.

Consultation for returning clients and established organizations, board trainings, and all other matters are subject to an hourly rate as described below.

Sliding Fee Scale

If filing Form 990-N (e-postcard)	Organization is/will be eligible to file 990-N (i.e., 1023-EZ submitter), or annual income is \$50,000 or less.	\$50 per hour
If filing Form 990-EZ : refer to Part I, Line 9 (“Total Revenue”):	If less than \$200,000 but greater than \$50,000,	\$100 per hour
	If greater than \$200,000 but less than \$500,000	\$150 per hour
If filing Form 990 : refer to Part I, Line 12 (“Total Revenue”).	If less than \$200,000 but greater than \$50,000	\$100 per hour
	If greater than \$200,000 but less than \$500,000	\$150 per hour