

Question - How do I change the name of our club?

To change the name of a non-profit corporation:

A. State of Washington:

Log on the website: www.sos.wa.gov/corps/

On the left side there will be options- click on "Downloadable Forms"

Choose "Domestic Non-Profit"

Choose "Articles of Amendment"

The form is a PDF file which you can view in Adobe

The URL for the form is: www.sos.wa.gov/corps/nonprofitamendment2010.pdf

There are directions with the form.

B. Internal Revenue Service:

Send a copy of the motion amending the By-Laws, signed by President and Secretary, plus proof that you filed the change with the State of Washington, plus a cover letter, to

IRS

TEGE Correspondence Unit, Room 4024

PO Box 2508

Cincinnati, OH 45201

(It may take 6 weeks or so for them to process.)

Pete Murray (9/22/2010)