

## **MONEY BAG**

**By Candace Purcell**

### **PLEASE READ AT YOUR MEETING AND MAKE AVAILABLE TO ALL MEMBERS**

#### **IRS Report 990-N (E-POSTCARDS)**

Many club officers are calling confused when they input in their club EIN number and the name shows American Volkssport instead of their club name, and when they are finished filing, at the bottom of the IRS confirmation it again shows American Volkssport Association but with the club's address. The reason you see the name of AVA instead of your club name is that each club's EIN number is registered under a group exemption for the official name, *American Volkssport Association, Inc.* Each club is a subordinate of AVA. As long as you input your club's correct EIN number and fill out the section labeled dba with your club name and address, you have entered the correct information.

When you receive the confirmation from the IRS for filing your 990-N, you need to forward the email confirmation you receive to AVA. We keep a hard copy of your IRS confirmation in your club file. This proof of your filing each year ensures that should the IRS ask for proof, we have it handy. Please forward these to [candy@ava.org](mailto:candy@ava.org) or [kelly@ava.org](mailto:kelly@ava.org). Kelly is replacing Cathy as AVA Events Coordinator.

#### **The Online Merchandise Store**

It has been a very long time since our online Merchandise Store has not had some kind of glitch, pages that could not be displayed, or some other problem. With that said, I am happy to say that the store problems have been repaired and the store pages have consistently stayed up. We would like to encourage you to use the store for ordering. The type of browser you use makes a difference; we recommend Firefox. To refresh everyone's memory on placing orders:

When ordering it does not matter what email address you are using to get to the home page and the merchandise site, however; it does matter what email address you input when you sign in. To order for a club you must use the email address set up for your club and the password. If the correct email address and password are not used, and you enter "bill the club" in the payment section, the system will delete your order and send you a message. This happens because only clubs are allowed to be billed and if the system does not recognize you as a club; it can not allow the order to be billed.

If you are a member, your password is your Volkssport Associate Member number, such as VAI-XXXX, VAF-XXXX, or VAL-XXXX. Your member account must be entered with capital letters and a dash before the numbers. Members must also use the email address set up when they joined. To change your email address you must call AVA and ask for membership services. Clubs change their email address online.

Please read the comments written for each item, these comments tells you if there is a limit on order quantity per order or other information that will help.

#### **Why it is necessary to include the second page of the Annual Financial Report**

The second page is not a requirement of the IRS to be submitted along with the list we send every year for those clubs under our Federal Tax Umbrella, but as the Parent Corporation, AVA is required by IRS regulations to have this detail of the first page information on file in the event AVA is ever audited. An audit takes in the financial detail of any subordinates. These reports are filed in your club file and are not released to any one outside the Governing Board, the ED, or myself as the Financial Director. It would be a huge chore to round up this data from prior years in the event of an audit because we would be asking the clubs to come up with data that was in the past and to provide it quickly. In past years it was thought that in the event of an audit we could just go out to the clubs and ask for the data at that time, however; many clubs do not maintain their data, so I prefer to have it on hand before we need it, while the information is still available. The IRS can audit any particular year, if we were unable to supply the data they needed, it would cause serious problems for the organization and more than likely close us down.

By submitting the first page you are in compliance for the date due, however; it is essential that you provide the second page as soon as you can