

**City of Milpitas**  
**Donation or Fee Waiver/Reduction Request Application Form**  
**for Non-Profit Organizations**

City Clerk's Office

FEB 07 2020

RECEIVED

*Complete this form and return it to Milpitas City Clerk*

Please provide a copy of the IRS tax-exempt letter with the application.

Name of Organization: Friends of the Milpitas Library

Is there a Milpitas branch or affiliation? yes

Mailing Address: 160 N. Main Street

Milpitas CA 95035

Contact Person: Linda Arbaugh Telephone No. 408-489-7657

Email Address: linda.e.arbaugh@comcast.net

What is your request? Donation Amount Requested \_\_\_\_\_ OR

Fee Requested to be waived (type and \$ amount) Temporary Banner sign permit (\$112.86)

Event date(s): June 5, 6, 7 and September 25, 26, 27, 2020

What is the purpose of the event? book sale to raise funds for library  
materials and programs

How will the Milpitas community benefit from this event? shoppers will save money  
by purchasing books, DVDs and CDs at FOML sales

What % of the fund raising proceeds will benefit Milpitas community? 89%

How will the City's contribution (if granted) be recognized in any publicity? Statement on  
sale flyers and newsletters mailed to membership.

**Within 60 days after completion of the event for which a donation was received or a fee waiver/reduction was granted by the City of Milpitas, your organization will provide a written report to the City Clerk to include at minimum: number of participants, copies of all publicity of the event, any benefit to the community, amount of funds raised and an accounting of how the proceeds of the event will be dispersed.**

Signature of Officer: Linda E. Arbaugh

Date: Feb. 6, 2020

Print Name & Title: Linda E. Arbaugh President, FOML

District Director

JUN 11 1994

Friends of the Milpitas Community Library  
40 North Milpitas Blvd  
Milpitas, CA 95035

Employer Identification Number:

77-0027075

Accounting Period Ending:

November 30

Form 990 Required: ☒ Yes ☐ No

Person to Contact:

Desk Officer

Contact Telephone Number:

556-5353

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 509(a)(2).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. Also, you should inform us of all changes in your name or address.

Generally, you are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. If you have paid FICA taxes without filing the waiver, you should contact us. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

The box checked in the heading of this letter shows whether you must file Form 990, Return of Organization Exempt from Income tax. If Yes is checked, you are required to file Form 990 only if your gross receipts each year are normally more than \$10,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, when a return is filed late, less there is reasonable cause for the delay.

P.O. Box 36040, San Francisco, Calif. 94102

(over)

Letter 947(DO) (5-77)

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-7. In this letter, we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

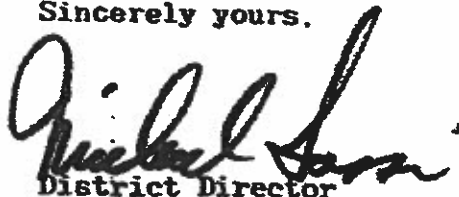
You need an employer identification number even if you have no employees.

If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

  
District Director

Beginning January 1, 1984, unless specifically excepted, you must pay taxes under the Federal Insurance Contributions Act (social security taxes) for each employee who earned \$100 or more in a calendar year.

For tax years ending on and after December 31, 1982, organizations whose gross receipts are not normally more than \$25,000, are excused from filing Form 990. For guidance in determining if your gross receipts are "normally" not more than the \$25,000 limit, see the instructions for the Form 990.