IRS Form 990 – The Basics

Form 990 is an annual information return required to be filed with the IRS by most organizations exempt from income tax, and certain political organizations and nonexempt charitable trusts.

Form 990 Versions

The version of the Form 990 that is required depends upon the organization's gross receipts and total assets.

Table 1 Form 990 Versions by Gross Receipts and Assets

Amount	Form 990 Version
Gross receipts under $50,000	990-N
Gross receipts between $50,000 and $200,000 and total assets less than $500,000	990-EZ or 990
Gross receipts greater than $200,000 or total assets greater than $500,000	990

Due Date

The report is due no later the 15th day of the 5th month following the close of the fiscal year. (Example – if your fiscal year ends on June 30, your report is due no later than November 15th of the same year.)

New In 2008

Under the Pension Protection Act of 2006, most small tax-exempt organizations whose gross receipts are normally $50,000 or less must file *Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations not Required To File Form 990 or 990-EZ*. Before this law was enacted, these small organizations were not required to file annually with the IRS. The first filings were due in 2008 for tax years ending on or after December 31, 2007.

Exceptions

There are exceptions to the filing requirement for certain religious organizations, certain governmental organizations, and certain political organizations. You can review the list of exceptions on the IRS website.

Disclosure

An exempt organization must make available for public inspection its annual information return. Returns must be available for a three-year period beginning with the due date of the return or, if later, the date it was actually filed. The return must include any schedules and attachments that are filed with the form. Posting the forms on your website will meet these requirements; however, you should be prepared to provide printed copies upon request