

Subject: 180523 Official Communication; Lodge Only Dues Increase For Aug 2018; 2018-19 MOY Selection; IRS Forms; Ddlne Regist Pool & Hrsho Tourn; 2018 MI Conv; MI Offices Closed

Official Communication for May 23, 2018

Lodge Only Dues Rate Increase effective for August 2018 dues payments

During the opening joint session of the 2015 International Moose Convention in Nashville, Director General Hart announced that the Supreme Council had approved an increase of the ABCD by \$2 for fraternal years 2016-17, 2018-19 and 2020-21 for members of the Loyal Order of Moose if we did not have a collective increase in active members for the Loyal Order of Moose, Women of the Moose and Moose Legion. An increase in active members was not met this past fiscal year; therefore a \$2 increase will be assessed effective for your August 2018 dues. Per the General Laws, if your current dues rate does not meet this minimum amount, you will need to increase your dues.

2018-2019 Moose of the Year Selection (Lodges only)

This program recognizes each Lodge's selection of its most outstanding member as their **Moose of the Year**. Since ALL active members of the Order may be considered as a Lodge's Moose of the Year nominee, it is our belief that **no Lodge has an excuse to not participate in this recognition program**. Submitting a timely Moose of the Year is one of the criteria for a Lodge to earn the Premier Lodge Award.

The Moose of the Year is selected by the Lodge's Junior Past Governor, serving as Chairman, and at least three other Past Governors of the Lodge. If three (3) active Past Governors are not available, the Governor may appoint other Lodge Officers to the selection committee. Additionally, if the Junior Past Governor is not available to serve as Chairman, the Governor may appoint any Past Governor of the Lodge to serve in this capacity. The Moose of the Year selection should be based upon the member's overall record as a Moose during the past year, with particular attention paid to his membership efforts, his support of Moose Charities and his contributions to his Lodge and community.

Electronic Submission. The Lodge's Moose of the Year selection will be submitted to Moose International electronically, via the Admin Menu. **Submissions will begin being accepted on Friday, June 1, 2018 and end on Monday, July 2, 2018.**

The Junior Past Governor may convene this committee and identify their Lodge's Moose of the Year selection any time after May 1, 2018, so their selection is ready to be submitted between June 1, 2018 and July 2, 2018.

As a reminder, Lodges are required to submit a Moose of the Year nominee as part of the criteria for the Premier Lodge Award.

It's IRS Form 990 Time! (United States Fraternal Units)

The annual IRS Form 990 can be filed for all fraternal units **beginning May 1, 2018**. Please be reminded that Federal Law requires all Moose Lodges, Chapters, Moose Legions, Associations, and any other unit that has a unique EIN, to file an annual IRS Form 990, 990-EZ or 990-N no later than **September 17, 2018**, for our fiscal year ending April 30, 2018. (As September 15 falls on a Saturday this year, our deadline has been extended to the following business day, Monday, September 17.) Filing a Form 990 is essentially filing income taxes for your fraternal unit. Failure to do so could result in fines, fees, or penalties, as well as the revocation of your unit's tax-exempt status.

To assist you in completing the IRS Form 990, please refer to our online tutorials. Visit www.mooseintl.org, enter the Members Area, and then click on **Moose Training > Moose Training Demos & Tools Page > 990 Tax Forms and Help Information**. From there, you can access everything a typical Moose Unit will need to complete their 990 filing. Select the appropriate 990 Tax Form for your Moose Unit based on your Unit's gross receipts and assets. Click on the "Instructions" link to open the appropriate 990 help presentation. Your Territory/Regional Managers and Chapter Analyst Coordinators are able to provide assistance with your questions, as well as your State 990 or Government Relations Chairman. Should you require further assistance in filing your **Form 990** or **Form 990-EZ**, please contact a certified tax professional who is familiar with Fraternal Organizations. Assistance with **Form 990-N (ePostcard)** can be obtained through Moose International.

If you cannot file the 990 on time, it is essential that you file an extension by September 17, to avoid costly penalties from the IRS. Use Form 8868, which you can find on the IRS website, www.irs.gov. All other schedules you may need are also available on the same IRS website.

CAUTION: It has been noted that a 'Fraternal Tax Service' has been contacting units across the Moose fraternity. This 'Fraternal Tax Service' usually indicates it will file a version of the Form 990 for a fee. Please note that this company is not in any way related to Moose International, or any of its subsidiaries. Our office has received reports of several incidences where a fraternal unit has utilized the 'Fraternal Tax Services' to prepare and file their Form 990, only to find that the unit's 990 was never filed. This company does not provide proof of filing, nor do they provide your unit with a copy of the 990 they filed on your behalf.

Remember – the appropriate IRS Form 990 for your Moose Unit **must be filed by September 17, 2018**.

Deadlines to Register for International Pool Tournament and International Horseshoes Tournament are Fast Approaching

The deadlines to register for both the International Moose Pool Tournament and the International Moose Horseshoes Tournament are upon us! The deadline for the pool tournament is this Sunday, May 27, and the deadline for the horseshoes tournament is Friday, June 22. Registration information can be found in the Members Area of the Moose International website under Activities & Sports.

2018 Moose Convention Pre-Registration Open through June 8, 2018

The 2018 International Moose Convention will take place from July 11-15 in New Orleans, Louisiana. Please don't wait to register as advanced registration and meal function rates are less expensive than on-site rates. Early registration also allows you to plan your trip to take advantage of the sights and sounds of the French Quarter, the historical significance of the National World War II Museum, or even a compelling history and haunts tour. We look forward to seeing you there.

The Convention has not been in New Orleans since 1991, so a strong turnout of members is expected in 2018. Registration and housing are now open at www.moose2018neworleans.org.

When Preparing for New Orleans, Don't Forget Our Heart of the Community Drives!

As our International Convention in New Orleans quickly approaches we are excited to once again be finding ways to contribute to our host city. As part of these efforts, we will be collecting items for the many children and families of the Orleans Parish Schools – 39% are living below the poverty level. The national average is 21%. We encourage all lodges and chapters to consider holding a drive for school supply items locally throughout the month of June, and then bring the items along to New Orleans to be part of our collective donations. We will also have our annual Blood Drive to replenish and supply this much needed life-saving need for New Orleans and the surrounding area. Let's show NOLA that we are Moose on a Mission.

Procedure for Alternates at International Convention

The annual Moose International Convention is an opportunity to gain knowledge, inspiration, know-how, and new ideas. For these reasons, every Lodge is required to send its Governor and Administrator, who are the Lodge's official representatives. However, any active Lodge member selected by the Lodge may serve as an alternate representative in the event the Governor or Administrator is unable to attend.

The procedure to have an alternate is as follows: when an alternate has been voted on in a general membership meeting, he shall bring with him a statement on lodge letterhead to present at the registration desk at convention. The letter shall state that John Jones, MID

#_____ was selected at a general membership meeting on (Date) 00/00/0000 to be the alternate for the Administrator or Governor at the Moose International Convention.

This letter is to be signed by both the Governor and Administrator, with the lodge seal applied (if available).

Moose International Offices Will Be Closed On Monday, May 28, 2018 In Observance of Memorial Day.

The offices of Moose International will close at 4:30pm Central Time on Friday, May 25th and reopen at 8:00am Central Time on Tuesday, May 29th.

Let's Talk Liquor Portion Control

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