

Subject: 190515 Official Communication; 4th Qtr HOC Due Today; Lodge Safety Forms Due Today; Blessing Of The Bikes; Time for IRS 990's; Moose Rewards dble Pts; NEW Officer Entries; Memorial Flags

Official Communication for May 15, 2019

Fourth Quarter Heart of the Community Reports Due Today, May 15th

The deadline for the fourth quarter Heart of the Community reports is May 15th. The form is located in the Moose Admin area. **Online submission is the only form accepted.**

Once you have submitted your report, it is in your best interest to alert your Territory Manager so they can look it over and give you advice on any necessary changes to ensure the most credit.

Lodge Safety Inspection Forms Due Today, May 15th

Lodge Safety Inspection forms are now available online. The form will remain open till May 15th. The form is located in the Moose Admin area. **Online submission is the only form accepted.** The list of submitted forms are updated daily in the Moose International Members Area. It is under Forms & Documents. (Choose Lodge Operations in order to get to Risk Management, the tab is called "Received Safety Forms.").

16th Annual Mooseheart Blessing Of The Bikes

The Annual Blessing of the Bikes will be on Saturday, May 18th, 2019. This annual event is open to the public for riders and non-riders. You may pre-register on the Moose Charities website www.moosecharities.org. To register by mail, download the form on the Moose Riders website www.mooseriders.org and be sure to mail your entry at least one week prior to May 17, 2019 (May 10, 2019). Advanced registration is encouraged and will cost \$20.00 per bike; onsite registration will be \$25.00 per bike. Don't forget, Mooseheart kids will ride their bikes again this year; so they can be a part of the blessing!

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, 2019**. 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 16, 2019**, for our fiscal year ending April 30, 2019. (As September 15 falls on a Sunday this year, our deadline has been extended to the following business day, Monday, September 16.) 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 16, 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 16, 2019**.



Double Moose Rewards Points for Training During April, May, June and July

Moose International is offering double Moose Rewards points for officer training during April, May, June and July. Complete any Instructor led class or complete an on-line training class and you will receive double Moose Rewards points. This is the perfect time for new officers to attend the required officer

classes and get double Moose Rewards points too! Attached is a flyer that can be printed and shared with your membership.

New Officer Entry Open for the 2019-2020 Year

Officers for the 2019-2020 year should be entered via Moose Admin. Please make sure when entering your officers you **indicate the start date as May 1, 2019**. If you have any questions, please contact Member Services at 630.906.3658.

Memorial Flags

When a member passes away, they are not forgotten. Remember your fraternal brothers and sisters by placing a Loyal Order of Moose or Women of the Moose Memorial Flag at their gravesites. These memorial flags are 9" X 12" and fit into the Loyal Order of Moose(#736 - \$31.95) and Women of the Moose(#C711 - \$31.95) grave markers. Memorial flags can be purchased from the Catalog Sales Department for \$2.00 ea. or in bulk of 12 or more for \$1.50 ea. Call 630.966.2250, email catalogsales@mooseintl.org, or shop online at www.mooseintl.org to purchase today!



Your Membership
Just Became
More Valuable

April/May/June/July Bonus Points Offer*

Earn points for helping the Moose grow and prosper, then redeem your points for valuable awards, gifts and experiences.

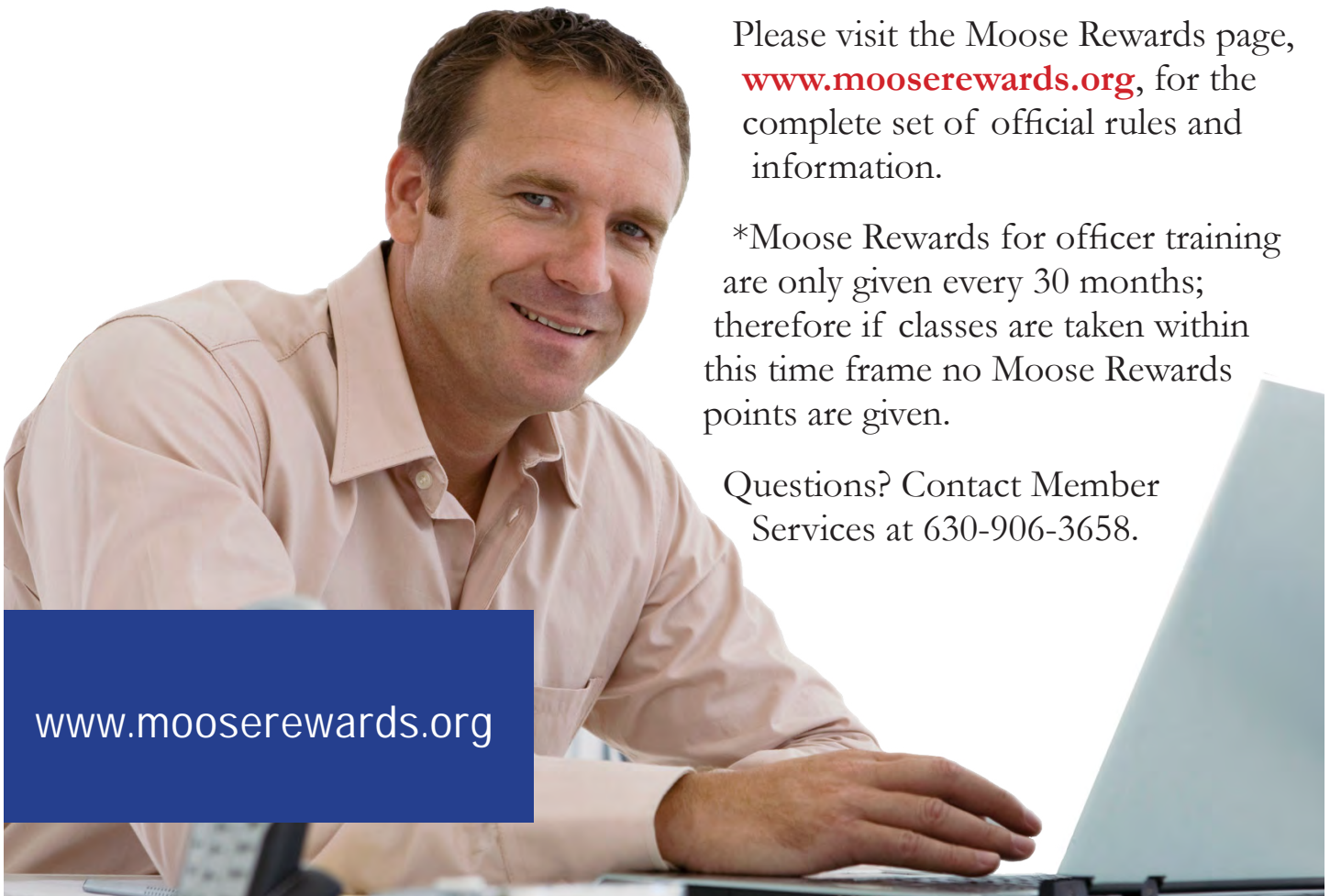
Moose International is offering double points for officer training during April/May/June/July. Complete any Instructor led class or complete an on-line training class and you will receive double Moose Rewards points. This is the perfect time for new officers to attend the required officer classes and get double Moose Rewards points too!

Please visit the Moose Rewards page, www.mooserewards.org, for the complete set of official rules and information.

*Moose Rewards for officer training are only given every 30 months; therefore if classes are taken within this time frame no Moose Rewards points are given.

Questions? Contact Member Services at 630-906-3658.

www.mooserewards.org



Memorial Flags

#446



#C407



\$2.00 ea /12 or more \$1.50 ea



Also available: Loyal Order of Moose Grave Marker \$31.95

Women of the Moose Grave Marker \$31.95

Grave Markers are 30" tall

#C711

#736

Honor your members who have passes on by placing a Memorial Flag at their gravesites.

Memorial Flags are available in Loyal Order of Moose or Women of the Moose and fit into the grave marker.

To Order: Call 630.966.2250 Email CatalogSales@mooseintl.org