

**NEIGHBORHOOD DEVELOPMENT FUND  
Not-for-Profit Transmittal and Approval Form**

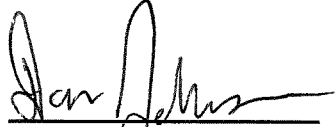
**Applicant/Program:** Beechmont Neighborhood Association, Inc.

**Executive Summary of Request:**

\$3,100 from District 21 Neighborhood Development Funds to the Beechmont Neighborhood Association for repair of a neighborhood clock at the intersection of Southern Parkway and West Woodlawn Ave.

Is this program/project a fundraiser?  Yes  No  
 Is this applicant a faith based organization?  Yes  No  
 Does this application include funding for sub-grantee(s)?  Yes  No

I have reviewed the attached Neighborhood Development Fund Application and have found it complete and within Metro Council guidelines and request approval of funding in the following amount(s). I have read the organization's statement of public purpose to be furthered by the funds requested and I agree that the public purpose is legitimate. I have also completed the disclosure section below, if required.

21                                            \$3,100                      7-25-16  
 District #                      Council Member Signature                      Amount                      Date

*By Stan Johnson Express permission*

**Primary Sponsor Disclosure**  
 List below any personal or business relationship you, your family or your legislative assistant have with this organization, its volunteers, its employees or members of its board of directors.

**Approved by:**

\_\_\_\_\_ Date \_\_\_\_\_  
 Appropriations Committee Chairman

**Clerk's Office Only:**

Request Amount: \_\_\_\_\_ Committee Amended Appropriation: \_\_\_\_\_  
 Original Appropriation: \_\_\_\_\_ Council Amended Appropriation: \_\_\_\_\_

**LOUISVILLE METRO COUNCIL  
NEIGHBORHOOD DEVELOPMENT FUND APPLICATION CHECKLIST**

**Legal Name of Applicant Organization:** Beechmont Neighborhood Association, Inc.

**Program Name and Request Amount:** repair of clock at Southern Parkway and W Woodlawn Ave

	Yes/No/NA
Is the NDF Transmittal Sheet Signed by all Council Member(s) Appropriating Funding?	Yes
Is the funding proposed by Council Member(s) less than or equal to the request amount?	Yes
Is the proposed public purpose of the program viable and well-documented?	Yes
Will all of the funding go to programs specific to Louisville/Jefferson County?	Yes
Has Council or Staff relationship to the Agency been adequately disclosed on the cover sheet?	N/A
Has prior Metro Funds committed/granted been disclosed?	N/A
Is the application properly signed and dated by authorized signatory?	Yes
Is proof of Tax Exempt status of 501(c) 3, 4, 6, 19, 1120-H included?	Yes
If Metro funding is for a separate taxing district is the funding appropriated for a program outside the legal responsibility of that taxing district?	N/A
Is the entity in good standing with: <ul style="list-style-type: none"> <li>• Kentucky Secretary of State?</li> <li>• Louisville Metro Revenue Commission?</li> <li>• Louisville Metro Government?</li> <li>• Internal Revenue Service?</li> <li>• Louisville Metro Human Relations Commission?</li> </ul>	Yes
Is the current Fiscal Year Budget included?	Yes
Is the entity's board member list (with term length/term limits) included?	Yes
Is recommended funding less than 33% of total agency operating budget?	N/A
Does the application budget reflect only the revenue and expenses of the project/program?	Yes
Is the cost estimate(s) from proposed vendor (if request is for capital expense) included?	Yes
Is the most recent annual audit (if required by organization) included?	N/A
Is a copy of Signed Lease (if rent costs are requested) included?	N/A
Is the Supplemental Questionnaire for churches/religious organizations (if requesting organization is faith-based) included?	N/A
Are the Articles of Incorporation of the Agency included?	Yes
Is the IRS Form W-9 included?	N/A
Is the IRS Form 990 included?	Yes
Are the evaluation forms (if program participants are given evaluation forms) included?	N/A
Affirmative Action/Equal Employment Opportunity plan and/or policy statement included (if required to do so)?	N/A
Has the Agency agreed to participate in the BBB Charity review program? If so, has the applicant met the BBB Charity Review Standards?	N/A
Prepared by: <u>Bryan Matthews</u> Date: <u>7-25-16</u>	



## LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 1 – APPLICANT INFORMATION			
<b>Legal Name of Applicant Organization:</b>		<b>Beechmont Neighborhood Association Incorporated</b>	
<small>(as listed on: <a href="http://www.sos.ky.gov/business/records">http://www.sos.ky.gov/business/records</a>)</small>			
<b>Main Office Street &amp; Mailing Address:</b> P.O. Box 14332, Louisville, KY 40214			
<b>Website:</b>			
<b>Applicant Contact:</b>	Debbie Thompson	<b>Title:</b>	President
<b>Phone:</b>	502-366-4614	<b>Email:</b>	hdbthom@gmail.com
<b>Financial Contact:</b>	Joan Shepherd	<b>Title:</b>	Treasurer
<b>Phone:</b>	502-221-5177	<b>Email:</b>	jm593@twc.com
<b>Organization's Representative who attended NDF Training:</b>			
GEOGRAPHICAL AREA(S) WHERE PROGRAM ACTIVITIES ARE (WILL BE) PROVIDED			
<b>Program Facility Location(s):</b>	Repair of clock at the intersection of Woodlawn and Southern Parkway		
<b>Council District(s):</b>	District 21	<b>Zip Code(s):</b>	40214, 40215
SECTION 2 – PROGRAM REQUEST & FINANCIAL INFORMATION			
<b>PROGRAM/PROJECT NAME:</b>			
<b>Total Request: (\$)</b>	3,100.00	<b>Total Metro Award (this program) in previous year: (\$)</b>	0.0
<b>Purpose of Request (check all that apply):</b>			
<input type="checkbox"/> Operating Funds (generally cannot exceed 33% of agency's total operating budget)			
<input type="checkbox"/> Programming/services/events for direct benefit to community or qualified individuals			
<input checked="" type="checkbox"/> Capital Project of the organization (equipment, furnishing, building, etc)			
The Following are Required Attachments:			
<input checked="" type="checkbox"/> IRS Exempt Status Determination Letter <input checked="" type="checkbox"/> Current Year Projected Budget <input checked="" type="checkbox"/> List of Board of Directors (include term & term limits) <input checked="" type="checkbox"/> Current financial statement <input checked="" type="checkbox"/> Most recent IRS Form 990 or 1120-H <input checked="" type="checkbox"/> Articles of Incorporation <input checked="" type="checkbox"/> Cost estimates from proposed vendor if request is for capital expense		<input type="checkbox"/> Signed lease if rent costs are being requested <input type="checkbox"/> IRS Form W9 <input type="checkbox"/> Evaluation forms if used in the proposed program <input type="checkbox"/> Annual audit (if required by organization) <input type="checkbox"/> Faith Based Organization Certification Form, if required <input checked="" type="checkbox"/> Staff including the 3 highest paid staff	
<b>For the current fiscal year ending June 30, list all funds appropriated and/or received from Louisville Metro Government for this or any other program or expense, including funds received through Metro Federal Grants, from any department or Metro Council Appropriation (Neighborhood Development Funds). Attach additional sheet if necessary.</b>			
<b>Source:</b>		<b>Amount: (\$)</b>	
<b>Source:</b>		<b>Amount: (\$)</b>	
<b>Source:</b>		<b>Amount: (\$)</b>	
Has the applicant contacted the BBB Charity Review for participation? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Has the applicant met the BBB Charity Review Standards? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			



## LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

### SECTION 3 – AGENCY DETAILS

**Describe Agency's Vision, Mission and Services:**

The purpose of the BNA shall be the furthering of the neighborhood good by consideration and implementation of programs and projects for that good.

The goals of the BNA shall be:

To unite property owners, tenants, business people and others interested in furthering the good of the neighborhood.

To encourage civic improvements.

To promote community activities and interests of an educational and civic nature.

To encourage residential and business property upkeep and to eliminate vandalism and littering.

To encourage better police protection and traffic enforcement.

To encourage gentler vehicular traffic flow and to promote means for increased pedestrian and alternative transportation.

To ensure friendliness and cooperation within the neighborhood and with other Metro Louisville neighborhood groups.

To encourage and protect reasonable and adequate zoning.

To look after and protect any interest or inquiry deemed important by the members of the neighborhood.



## LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

### SECTION 4 – PROGRAM/PROJECT NARRATIVE

**A: Describe the program/project start and end dates, a description of the program/project and applicable data with regards to specific client population the program will address (attach related flyers, planning minutes, designs, event permits, proposals for services/goods, etc.):**

At the corner of Southern Parkway and Woodlawn there is a clock that was installed in 1999 through funds obtained from District 6 Alderman Dan Johnson. Over the years this clock has not been adequately maintained and as a result the clock is in need of a major repair. Two estimates were obtained for the clock - one from the original installer, "The Verdin Company", for \$13,550 and one from a local clock expert (Websterworks) for \$3,100. The disparity in price can largely be explained by the fact that the Websterworks staff lives in the neighborhood and is charging significantly less for their labor and Verdin is based in Ohio and would have to remove the clock to make the repairs at its' facility. A copy of Mr. Webster's outline of repairs is attached for your review. The estimated start date is September 2016 after he has received a 50% down payment. The work is expected to take a couple of months. This is an estimated price and could increase if unexpected costs arise.

**B: Describe specifically how the funding will be spent including identification of funding to sub grantee(s):**

The funds will be spent to pay Websterworks for the repair of the clock.



# LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

## SECTION 6 – CERTIFICATIONS & ASSURANCES

By signing Section 7 of the Grant Application, the authorized official signing for the applicant organization certifies and assures to the best of his or her knowledge and/or belief the following Assurances and Certifications. If there is any reason why one or more of the assurances or certifications listed cannot be certified or assured, please explain in writing and attach to this application.

### Standard Assurances

1. Applicant understands this application and its attachments as well as any resulting grant agreement, reports and proof of expenditure is subject to Kentucky's open records law.
2. Applicant will establish safeguards to prohibit employees or any person that receives compensation from awarded funds from using their position for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. Applicant and any sub grantee will give Louisville Metro Government access to and the right to examine all paper or electronic records related to the awarded grant for up to five years of the grant agreement date.
4. Applicant assures compliance with the grant requirements and will monitor the performance of any third party (sub-grantee).
5. The Agency is in good standing with the Kentucky Secretary of State, Louisville Metro Government, the Jefferson County Revenue Commission, the Internal Revenue Service, and the Louisville Metro Human Relations Commission.
6. Applicant understands failure to provide the services, programs, or projects included in the agreement will result in funds being withheld or requested to be returned if previously disbursed.
7. Applicant understands they must return to Louisville Metro any unexpended funds by July 31 following the Metro Louisville's fiscal year end
8. Applicant understands they must provide proof of all expenditures (canceled checks, receipts, paid invoices). The Applicant understands the failure to provide proof of expenditures as required in the grant agreement could result in funding being withheld or request to be returned if previously disbursed.
9. Applicant understands if this application is approved, the grant agreement will identify an award period that begins with the Metro Council approval date, and will end with June 30 of the fiscal year in which the grant is approved. Expenditures associated with this award expected to occur prior to the award period (approval date) must be disclosed in this application in order to be considered compliant with the grant agreement.
10. Applicant understands if we choose to incur expenditures prior to the approval of the application by the Metro Council, there is no guarantee that funding will be reimbursed, as the Council may choose not to award the application.
11. Applicant understands if the grant agreement is not returned to Louisville Metro within 90 days of its mailing to the applicant, the approval is automatically revoked.

### Standard Certifications

1. The Agency certifies it will not use Louisville Metro Government funds for any religious, political or fraternal Activities.
2. The Agency has a written Affirmative Action/Equal Opportunity Policy.
3. The Agency does not discriminate in employment or in provision of any service/program/activity/event based on age, color, disabled status, national origin, race, religion, sex, gender identity or sexual orientation, or Vietnam era veteran status.
4. The Agency certifies it will not require clients, recipients, or beneficiaries to participate in religious, political, fraternal or like activities in order to receive services/benefits provided with Louisville Metro Government funds.
5. The Agency understands the Americans with Disabilities Act (ADA) and makes reasonable accommodations.

**Relationship Disclosure:** List below any relationship you or any member of your Board of Directors or employees has with any Councilperson, Councilperson's family, Councilperson's staff or any Louisville Metro Government employee.

## SECTION 7 – CERTIFICATIONS & ASSURANCES

I certify under the penalty of law the information in this application (including, without limitation, "Certifications and Assurances") is accurate to the best of my knowledge. I am aware my organization will not be eligible for funding if investigation at any time shows falsification. If falsification is shown after funding has been approved, any allocations already received and expended are subject to be repaid. I further certify that I am legally authorized to sign this application for the applying organization and have initialed each page of the application.

Signature of Legal Signatory:	<i>Debbie Thompson</i>	Date:	7/19/16
Legal Signatory: (please print):	Debbie Thompson	Title:	President
Phone:	502-366-4614	Extension:	
Email:	hdbthom@gmail.com		

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# BEECHMONT NEIGHBORHOOD ASSOCIATION INCORPORATED

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## General Information

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<b>Organization Number</b>	0155481
<b>Name</b>	BEECHMONT NEIGHBORHOOD ASSOCIATION INCORPORATED
<b>Profit or Non-Profit</b>	N - Non-profit
<b>Company Type</b>	KCO - Kentucky Corporation
<b>Status</b>	A - Active
<b>Standing</b>	G - Good
<b>State</b>	KY
<b>File Date</b>	4/14/1981
<b>Organization Date</b>	4/14/1981
<b>Last Annual Report</b>	3/21/2016
<b>Principal Office</b>	P. O. BOX 14332 LOUISVILLE, KY 40214
<b>Registered Agent</b>	JEFF MILLER 1014 W. ASHLAND AVE LOUISVILLE, KY 40215

## Current Officers

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<b>President</b>	<u>Debra Thompson</u>
<b>Vice President</b>	<u>Betsy Ruhe</u>
<b>Secretary</b>	<u>Richard Galvin</u>
<b>Treasurer</b>	<u>Joan Shepherd</u>
<b>Director</b>	<u>Gary Guss</u>

Director Linda Taylor  
Director John Wardlaw

## **Individuals / Entities listed at time of formation**

Director KENDALL FETZER  
Director MARY N ZIRNHELD  
Director ELIZABETH M RIEBER  
Director LINDA S TAYLOR  
Incorporator KENDALL Y FETZER  
Incorporator MARY N ZIRNHELD  
Incorporator ELIZABETH M RIEBER  
Incorporator LINDA S TAYLOR

## **Images available online**

Documents filed with the Office of the Secretary of State on September 15, 2004 or thereafter are available as scanned images or PDF documents. Documents filed prior to September 15, 2004 will become available as the images are created.

<u>Annual Report</u>	3/21/2016	1 page	<u>PDF</u>	
<u>Annual Report</u>	4/15/2015	1 page	<u>PDF</u>	
<u>Annual Report</u>	4/2/2014	1 page	<u>tiff</u>	<u>PDF</u>
<u>Annual Report</u>	9/11/2013	1 page	<u>tiff</u>	<u>PDF</u>
<u>Annual Report</u>	2/14/2012	1 page	<u>PDF</u>	
<u>Annual Report</u>	3/15/2011	1 page	<u>PDF</u>	
<u>Registered Agent name/address change</u>	9/9/2010 12:16:24 PM	1 page	<u>PDF</u>	
<u>Annual Report</u>	9/9/2010	1 page	<u>PDF</u>	
<u>Registered Agent name/address change</u>	5/13/2009 1:57:18 PM	1 page	<u>PDF</u>	
<u>Annual Report</u>	5/13/2009	1 page	<u>PDF</u>	
<u>Annual Report</u>	1/30/2008	1 page	<u>PDF</u>	
<u>Annual Report</u>	1/24/2007	1 page	<u>tiff</u>	<u>PDF</u>



<u>Reinstatement</u>	8/7/2006	3 pages	<u>tiff</u>	<u>PDF</u>
<u>Statement of Change</u>	8/7/2006	1 page	<u>tiff</u>	<u>PDF</u>
<u>Administrative Dissolution</u>	11/1/2005	1 page	<u>PDF</u>	
<u>Annual Report</u>	6/2/2003	1 page	<u>tiff</u>	<u>PDF</u>
<u>Annual Report</u>	8/28/2002	1 page	<u>tiff</u>	<u>PDF</u>
<u>Reinstatement</u>	1/10/2002	2 pages	<u>tiff</u>	<u>PDF</u>
<u>Administrative Dissolution</u>	11/1/1994	1 page	<u>tiff</u>	<u>PDF</u>
<u>Annual Report</u>	7/1/1994	2 pages	<u>tiff</u>	<u>PDF</u>
<u>Annual Report</u>	7/1/1993	1 page	<u>tiff</u>	<u>PDF</u>
<u>Annual Report</u>	3/25/1992	2 pages	<u>tiff</u>	<u>PDF</u>
<u>Annual Report</u>	7/1/1991	2 pages	<u>tiff</u>	<u>PDF</u>
<u>Annual Report</u>	9/1/1990	1 page	<u>tiff</u>	<u>PDF</u>
<u>Sixty Day Notice</u>	9/1/1990	1 page	<u>tiff</u>	<u>PDF</u>
<u>Annual Report</u>	7/1/1989	1 page	<u>tiff</u>	<u>PDF</u>
<u>Articles of Incorporation</u>	4/14/1981	6 pages	<u>tiff</u>	<u>PDF</u>

## **Assumed Names**

## **Activity History**

<b>Filing</b>	<b>File Date</b>	<b>Effective Date</b>	<b>Org. Referenced</b>
Annual report	3/21/2016 11:10:23 AM	3/21/2016 11:10:23 AM	
Annual report	4/15/2015 8:33:03 AM	4/15/2015 8:33:03 AM	
Annual report	4/2/2014 1:42:55 PM	4/2/2014	

Annual report	9/11/2013 11:34:38 AM	9/11/2013
Annual report	2/14/2012 8:09:23 PM	2/14/2012 8:09:23 PM
Annual report	3/15/2011 1:16:25 PM	3/15/2011 1:16:25 PM
Registered agent address change	9/9/2010 12:16:24 PM	9/9/2010 12:16:24 PM
Annual report	9/9/2010 12:05:13 PM	9/9/2010 12:05:13 PM
Registered agent address change	5/13/2009 1:57:18 PM	5/13/2009 1:57:18 PM
Annual report	5/13/2009 1:50:20 PM	5/13/2009 1:50:20 PM
Annual report	1/30/2008 1:50:25 PM	1/30/2008 1:50:25 PM
Annual report	1/24/2007 4:02:09 PM	1/24/2007
Registered agent address change	8/7/2006 1:44:45 PM	8/7/2006
Reinstatement	8/7/2006 1:42:17 PM	8/7/2006
Admin Dis. A. report not in	11/1/2005 6/26/2004	11/1/2005

Registered agent address change	3:26:35	6/26/2004
	PM	
		1/10/2002
Reinstatement	3:06:19	1/10/2002
	PM	
Admin Dis. A. report not in	11/1/1994	11/1/1994

## Microfilmed Images

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Microfilm images are not available online. They can be ordered by faxing a Request For Corporate Documents to the Corporate Records Branch at 502-564-5687.

Annual Report	8/3/2004	1 page
Statement of Change	6/26/2004	1 page
Annual Report	6/2/2003	1 page
Annual Report	8/28/2002	1 page
Reinstatement	1/10/2002	2 pages
Administrative Dissolution	11/1/1994	1 page
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Annual Report	9/1/1990	1 page
Sixty Day Notice	9/1/1990	1 page
Annual Report	7/1/1989	1 page
Articles of Incorporation	4/14/1981	6 pages

**Internal Revenue Service**

Date: March 15, 2004

Beechmont Neighborhood Association  
P.O. Box 14332  
Louisville, KY 40214

Department of the Treasury  
P. O. Box 2508  
Cincinnati, OH 45201

**Person to Contact:**  
Kaye Keyes 31-07416  
Customer Service Specialist  
**Toll Free Telephone Number:**  
8:00 a.m. to 6:30 p.m. EST  
877-829-5500  
**Fax Number:**  
513-263-3756  
**Federal Identification Number:**  
[REDACTED]

Dear Sir or Madam:

This is in response to your request of March 15, 2004, regarding your organization's tax-exempt status.

In August 1983 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(4) of the Internal Revenue Code.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is also liable for tax under the Federal Unemployment Tax Act for each employee to whom it pays \$50 or more during a calendar quarter if, during the current or preceding calendar year, the organization had one or more employees at any time in each of 20 calendar weeks or it paid wages of \$1,500 or more in any calendar quarter.

If your organization's character, method of operation, or purposes change, please let us know so we can consider the effect of the change on the organization's exempt status. Also, your organization should inform us of all changes in its name or address.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$200 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delinquency.

Because your organization is not one described in section 170(c) of the Code, donors may not deduct contributions made to it. You should advise your organization's contributors to that effect.

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Internal Revenue Code. If your organization is subject to this tax, it must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your organization's activities are unrelated trade or business as defined in Code section 513.

Beechmont Neighborhood Association  
[REDACTED]

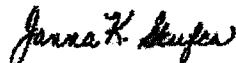
Section 6104 of the Internal Revenue Code requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. The law also requires organizations that received recognition of exemption on July 15, 1987, or later, to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. Organizations that received recognition of exemption before July 15, 1987, and had a copy of their exemption application on July 15, 1987, are also required to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. For additional information on disclosure requirements, please refer to Internal Revenue Bulletin 1999 - 17.

As this letter could help resolve any questions about your organization's exempt status, you should keep it in your organization's permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

This letter affirms the exempt status of your organization

Sincerely,



Janna K. Skufca, Acting Director, TE/GE  
Customer Account Services

**Beechmont Neighborhood Association 2016 Budget Projections**

***Projected Events Income/Expenses***

Festival of Flowers Income	\$	2,500.00
Open-Air Farmer's Market	\$	1,000.00
BNA Family Picnic	\$	(700.00)
Ironman Cheer Festival	\$	(50.00)
Internet Activity [Facebook/Blog]	\$	325.00
Bugler [No permit/mass mailing this year]	\$	650.00
Annual Firemans Chili Supper	\$	(200.00)

***Projected Other Miscellaneous Activities Income/Expenses:***

Annual Contributions-Neighborhood Orgs	\$	(300.00)
Organizational Fees	\$	(15.00)
Brightside Expenses	\$	(60.00)
Best Stamp Co	\$	(20.00)
Bennet's Lawn Care-3rd & Florence	\$	(480.00)
PO Box Rental	\$	(88.00)

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***Beechmont Neighborhood Association 2016 Projected Annual***

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***Profit/Loss \$ 2,562.00***

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BEECHMONT NEIGHBORHOOD ASSOCIATION 2016 BOARD MEMBER ROSTER

THERE ARE NO TERM LIMITS FOR BOARD MEMBERS

NAME	TERM
Debra Thompson-President	12th Term
Nancy Bowman-Dention-Vice President	2nd Term
Rich Galvin-Secretary	2nd Term
Joan Shepherd-Secretary	4th Term
Gary Guss	13th Term
Betsy Ruhe	2nd Term
Katie Carter	2nd Term
Jeff Miller	8th Term
Tom Shaughnessy	1st Term
Nicole George	1st Term
Scott Allgood	2nd Term
Tamara Brown	2nd Term
Wes Emly	2nd Term
Linda Taylor-Honorary Board Member	6th Term

THERE ARE NO PAID STAFF FOR BEECHMONT NEIGHBORHOOD ASSOCIATION

FYE 2015 Balance Sheet

Beginning Bank Balance	9128.84
Net Loss	<u>-679.18</u>
Projected Ending Bank Balance	<u><u>8449.66</u></u>
Bank Balance Treasurer Report	8427.93
Control Difference	21.73



FYE2015 Profit Loss Statement

**Festival of Flowers Income/Expenses:**

Flowers/Paint-a-Pot Booth

Plant Sales	\$	2,959.10	
Expenses:			
Peerce Farms-Flowers	\$	(1,000.10)	
Herbs	\$	(364.64)	
Pots/soil/paint /supplies	\$	(112.84)	
			<u>Plant Booth Profit</u>
	\$		1,481.52

Silent Auction

Auction Ticket Sales	\$	260.00	
Expenses:	\$	-	
			<u>Silent Auction Profit</u>
	\$		260.00

Food Booth

Food/Drink Sales	\$	559.36	
Expenses:			
Health Dept Permit	\$	(25.00)	
Food/ingredients/paper goods	\$	(167.97)	
Soft drinks & waters	\$	(78.76)	
Ice	\$	(14.00)	
			<u>Food Booth Profit</u>
	\$		273.63

BNA Booth

New Memberships (12)	\$	120.00	
Renewed Memberships (9)	\$	90.00	
Merchandise Sales	\$	102.00	
Contribution	\$	5.50	
Expenses	\$	-	
			<u>BNA Booth Profit</u>
	\$		317.50

Vendors

Fees Paid	\$	505.00	
Expenses:	\$	-	
			<u>Vendor Profit</u>
	\$		505.00

**Total Booth Earnings \$ 2,837.65**

**Festival Earnings:**

Expenses:			
Festival Permit	\$	(40.00)	
Night Watchman	\$	(100.00)	
Moon Portable Restrooms	\$	(175.00)	
Metro Garbage Boxes	\$	(27.40)	
Posters	\$	(28.30)	
			<u>Total Festival Expenses</u>
	\$		(370.70)

**Net Festival of Flowers Profit \$ 2,466.95**

FYE2015 Profit Loss Statement

**Open-Air Farmer's Market**

**Income:**

Vender Fees	\$	760.00	
Artisan Fees	\$	135.00	
Bisquets&Gravy Sales	\$	69.00	
Member Fees Collected	\$	360.00	
BNA Merchandise Sales	\$	504.00	
Yoga Donations	\$	360.05	
		<b>Total Income</b>	<b>\$ 2,188.05</b>

**Expenses:**

Grace by Design-T-Shirts	\$	(261.82)	
Tables for Booth	\$	(127.78)	
Insurance-Liability Policy	\$	(271.88)	
Rick P--Garbage Bags	\$	(9.53)	
Tom D--Festival Music	\$	(640.00)	
Rick P--Hat Award Embroidery	\$	(5.00)	
Beechmont Baptist Church-1/2 Bouncy House Exp	\$	(125.00)	
Gary G--B&G Ingredients	\$	(31.88)	
		<b>Total Expenses</b>	<b>\$ (1,472.89)</b>

**Net Open-Air Market Profit \$ 715.16**

**BNA Family Picnic: Annual Income/Expense Statement**

**Income:**

Koozies	\$	13.00	
Cash Donation	\$	5.00	
Memberships Paid	\$	30.00	
		<b>Total Income</b>	<b>\$ 48.00</b>

**Expenses:**

Bouncy Houses/Snow Cone Machine	\$	(225.44)	
Moon Sanitation: Facilities & Supplies	\$	(356.18)	
Chips, Buns, BBQ Sauce	\$	(55.72)	
Mary Kate Power--Music	\$	(100.00)	
		<b>Total Expense</b>	<b>\$ (737.34)</b>

**Net Family Picnic Profit/Loss \$ (689.34)**

**Ironman Cheer Festival: Annual Income/Expense Statement**

**Income:**

10/15/15	Koozie Sales	\$	11.00	
10/27/15	L&N Fed Credit Union Donation	\$	500.00	
		<b>Total Income</b>	<b>\$ 511.00</b>	

**Expenses:**

12/04/15	John Wardlaw-Festival Supplies	\$	(272.07)	
12/24/15	Moon Portable Restrooms	\$	(188.29)	
		<b>Total Expenses</b>	<b>\$ (460.36)</b>	

**Net Ironman Cheer Festival Profit/Loss \$ 50.64**

FYE2015 Profit Loss Statement

**Internet Activity [Facebook/Blog]: Annual Income/Expense Statement**

**Income:**

03/31/15	Member Fees Paid via Pay Pal	\$	360.21	
09/20/15	Pay Pal Transfer	\$	50.00	
11/15/15	Pay Pal Transfer	\$	70.00	
			<b>Total Income</b>	<b>\$ 480.21</b>

**Expenses:**

Gary Guss: Reimb Internet Expenses:				
123cheapdomains.com-\$13.95 & Bluehose Web Hosting-				
08/10/15	\$143.88 (for 1 year)	\$	(157.83)	
09/20/15	Paypal Transaction Fees	\$	(3.00)	
11/15/15	Paypal Transaction Fees	\$	(4.00)	
			<b>Total Expense</b>	<b>\$ (164.83)</b>

---

**Net Pay-Pal Transactions Profit/Loss \$ 315.38**

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**Bugler: Annual Income/Expense Statement**

**Income:**

	Mailed Member Pymts Deposit	\$	960.00	
			<b>Total Income</b>	<b>\$ 960.00</b>

**Expenses:**

03/02/15	Standard Mail Permit	\$	(220.00)	
Turn Key Concepts: Spring Buglar-Printing & Blanket				
03/20/15	Mailing	\$	(1,815.10)	
04/29/15	Joan S--Buglers printed for 40209 hand delivery	\$	(35.12)	
10/02/15	Turn Key Concepts: Fall Buglar Printing	\$	(202.20)	
10/13/15	Turn Key Concepts: Fall Buglar-Postage Expense	\$	(95.09)	
11/13/15	Return Mail Postage Due Fees	\$	(15.76)	
			<b>Total Expenses</b>	<b>\$ (2,383.27)</b>

---

**Net Bugler Profit/Loss \$ (1,423.27)**

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**Annual Firemans Chili Supper Income/Expense**

**Income:**

	Memberships Paid at Door	\$	150.00	
			<b>Total Income</b>	<b>\$ 150.00</b>

**Expenses:**

	Kroger Gift Card to Fireman: Ingredients	\$	(150.00)	
	Linda Taylor: Supplies	\$	(65.31)	
			<b>Total Expenses</b>	<b>\$ (215.31)</b>

---

**Net Firemans Chili Supper Profit/Loss \$ (65.31)**

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FYE2015 Profit Loss Statement

**Other Miscellaneous Activities Income/Expenses:**

03/16/15	Jeff Cnty Master Gardners Assoc: Contribution for Arbor Day Trees	\$	(100.00)
04/29/15	Wes Emly: Bike purchase to replace stolen bike at Brightside event	\$	(140.86)
04/29/15	Debbie Thompson: Reimb SoS filling fee-Wardlow baby gift exp.	\$	(75.77)
05/20/15	Gary Guss: Reimb Lock for Gazebo Electric Box	\$	(14.81)
05/29/15	Stop Pymt Fee-#1812-Bennetts Lawn Service	\$	(30.00)
06/11/15	Jeff Miller-Operation Brightside Expenses	\$	(27.69)
07/01/15	The Little Loomhouse-Membership/Contribution	\$	(100.00)
07/20/15	Best Stamp Co--Board Member Name Tags	\$	(66.50)
09/20/15	Best Stamp Company-Tom Denton Nametag	\$	(10.00)
10/02/15	Linda Guss: Reimb Plants for gazebo area	\$	(34.96)
10/08/15	Jeff Miller: Coffee/Donuts-Operation Brightside Cleanup	\$	(28.69)
10/27/15	Debbie Thompson: Reimb Gift/Card Expense--Katie Carter Baby Gift	\$	(54.95)
11/05/15	Friends of Library:Donation for December Holiday Party	\$	(100.00)
11/12/15	The Verdin Company: Survey Clock for Repairs/Refurbishing	\$	(525.00)
	Total Bennetts Lawn Service: 3rd & Florence-total 2015 invoices paid	\$	(480.00)
12/02/15	CLARKE CHECK ORDER	\$	(15.00)
12/30/15	United State Post Office--PO Box Rental Fee	\$	(88.00)
12/31/15	Reimb: Joan Shepherd--Holiday Lights for Gazebo	\$	(68.85)
01/05/16	Reimb: Debbie Thompson--Santa Suit Expense	\$	(88.31)

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**Total Miscellaneous Activities Profit/Loss: \$ (2,049.39)**

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**Beechmont Neighborhood Association 2015 Annual Profit/Loss \$ (679.18)**

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**Account Name: BASIC BUSINESS CHECKING**

**Date Range: 01/01/2016 - 01/11/2016**

Date	Description	Check Number	Memo	Amount Debit	Amount Credit	Balance	Notation
			<b>BEGINNING BALANCE</b>			\$ 3,650.40	Balance to Statement as of 12/31/2015
01/06/16	SHARE DRAFT	1859	Reimb: Joan Shepherd--Holiday Lights for Gazebo	\$ (68.85)		\$ 3,581.55	
						\$ 3,581.55	Balance to Bank as of 01/7/16

**Add'l Info: OUTSTANDING TRANSACTIONS**

Date	Description	Check Number	Memo	Amount Debit	Amount Credit	Balance	Notation
01/05/16	SHARE DRAFT	1861	Reimb: Debbie Thompson--Santa Suit Expense	\$ (88.31)		\$ 3,493.24	
12/31/15	SHARE DRAFT	1862	Reimb: Linda Taylor--Nov Chili Supper Expenses	\$ (65.31)		\$ 3,427.93	
			<b>ENDING BALANCE</b>			\$ 3,427.93	Ending Treasury Report Balance as of 01/07/2016

*filed 1/5/15*

**Information copy. Do not send to IRS.**

Form **990-N**  
Department of the Treasury  
Internal Revenue Service

**Electronic Notice (e-Postcard)**  
for Tax-Exempt Organizations not Required To File Form 990 or  
990-EZ

OMB No. 1545-2085

**2014**

Open to Public Inspection

**A** For the 2014 calendar year, or tax year beginning 1/1/2014, and ending 12/31/2014.

**B** Check if applicable  
 Terminated, Out of Business  
 Gross receipts are normally \$50,000 or less

**C** Name of organization: BEECHMONT NEIGHBORHOOD ASSN  
d/b/a:  
PO Box 14332  
Louisville, KY, US, 40214

**D** Employer Identification Number  
[REDACTED]

**F** Name of Principal Officer: Debra Thompson  
4834 Southern Parkway  
Louisville, KY, US, 40214

**E** Website:

**Privacy Act and Paperwork Reduction Act Notice.** We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

The organization is not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in Code section 6104.

The time needed to complete and file this form and related schedules will vary depending on individual circumstances. The estimated average times is 15 minutes.

**Note:** This image is provided for your records only. Do NOT mail this page to the IRS. The IRS will not accept this filing via paper. You must file your Form 990-N (e-Postcard) electronically.

155481

88-28-1-1-76

# Commonwealth of Kentucky

OFFICE OF  
SECRETARY OF STATE

FRANCES JONES MILLS  
Secretary



FRANKFORT,  
KENTUCKY

## CERTIFICATE OF INCORPORATION OF NON-STOCK, NON-PROFIT CORPORATION

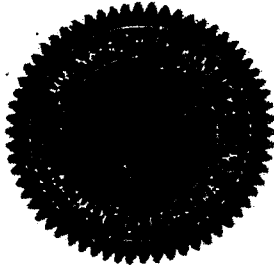
I, **FRANCES JONES MILLS**, Secretary of State of the Commonwealth of Kentucky certify that there has been delivered to my office articles of incorporation of

BEECHMONT NEIGHBORHOOD ASSOCIATION INCORPORATED

The name and address of the registered agent of this corporation is

NAME MARY N. ZIRNHELD  
STREET ADDRESS 4707 SOUTHERN PARKWAY  
CITY, STATE LOUISVILLE, KENTUCKY

NOW, THEREFORE, finding that these articles of incorporation conform to law and that all fees therefore having been paid as prescribed by law, I, **FRANCES JONES MILLS**, Secretary of State, issue this Certificate of Incorporation.



Issued this 14TH day of APRIL, 1981,  
at Frankfort, Kentucky.

Frances Jones Mills  
SECRETARY OF STATE

SECRETARY OF STATE

ASSISTANT SECRETARY OF STATE

ORIGINAL COPY FILED  
SECRETARY OF STATE OF KENTUCKY  
FRANKFORT, KENTUCKY

APR 14 1981

BEECHMONT NEIGHBORHOOD ASSOCIATION, INC.

SECRETARY OF STATE  
**RECEIVED**  
APR 9 1981

*[Signature]*

WITNESSES BY THESE PRESENT:

That Mary N. Zirnheld of Louisville, Jefferson County,

COMMONWEALTH OF KENTUCKY

Kentucky, has come to incorporate a non-profit corporation without capital stock, under the provisions of Chapter 273 Kentucky Revised Statutes, and has agreed and does hereby agree to the following Articles of Incorporation.

ARTICLE I.

The name of the Corporation shall be:  
Beechmont Neighborhood Association Incorporated

207842

(The name may include the word "Incorporation"), by which it

may sue and be sued, contract and be contracted with, and establish and use a Corporate Seal.

SECRETARY OF STATE  
**RECEIVED**  
APR 14 1981  
COMMONWEALTH OF KENTUCKY

ARTICLE II.

The location and Post Office address and principal place of business of said corporation shall be at: 4707 Southern Pkwy.  
Louisville, Ky. 40214

ARTICLE III.

The business to be conducted by the corporation shall be exclusively that of organizing, promoting, fostering, assisting and conducting such religious, charitable, scientific, literary and educational, civic and social movements, activities and institutions as from time to time may be determined by the Board of Directors of the Corporation.



The corporation shall have the power and authority to acquire by purchase, exchange, or gift, real or personal property, and to sell and lease and otherwise dispose of any property acquired by it and to invest and reinvest the proceeds thereof; to give, donate and contribute to any of the activities of purposes for which the corporation is organized as hereinabove set out, such sums of money and such property as the Board of Directors, in its discretion, may determine; to take title to and hold in its own name such real and personal property as may be acquired by it for the purposes hereinabove set out, and to sell the same and reinvest the proceeds thereof; to borrow money and give security therefor; and generally to do any and all things determined by the Board of Directors to be necessary or appropriate to effectuate the purposes for which the corporation is organized as hereinabove set out, not inconsistent with the provisions of Chapter 273 of Kentucky Revised Statutes, or any other applicable laws of the Commonwealth of Kentucky. The Corporation shall have any and all other powers not hereinabove enumerated as are provided for in K. R. S. 273.171. ..

Also "Notwithstanding any other provision of these articles, the corporation, shall not carry on any other activities not permitted to be carried on by a corporation, exempt from Federal income tax under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law)".

#### ARTICLE IV.

The corporation shall have no capital stock and its business shall not be conducted for profit, and no profit shall inure to the organizers hereof, or to any other Member, nor to any officer hereof, but the entire net earnings of the corporation shall be devoted exclusively to religious, charitable, scientific, literary, civic, social and educational uses and purposes, as set out in Article III hereof. No part of its earnings or assets shall be used for propaganda or

or otherwise attempting to influence legislation, either directly or indirectly.

ARTICLE V.

The corporation shall commence business when its Articles of Incorporation have been filed and recorded in the Office of the Secretary of State of the Commonwealth of Kentucky, and in the Office of the Clerk of the County Court of Jefferson County, Kentucky, as required by law, and shall continue perpetually unless otherwise sooner dissolved according to law, or as provided in Article I hereof. Upon dissolution, the Directors shall apply any assets not theretofore allocated, to such of the uses and purposes set out in Article III, as they may determine, and in such or any event, upon dissolution, any and all remaining assets of this corporation shall be donated to a religious, charitable, or educational organization exempt from Federal income tax under Section (C) (3) of the Internal Revenue Code as now provided or hereafter amended.

ARTICLE VI.

The number of directors of the corporation shall be Four (4) and shall be elected by the members of the corporation. The original directors are as follows:

1. Kendall Fetzer 4710 Southern Hwy. Louisville, Ky. 40214
2. Mary H. Zirnheld 4707 Southern Hwy. Louisville, Ky. 40214
3. Elizabeth M. Rieber 4537 Southern Hwy. Louisville, Ky. 40214
4. Linda S. Taylor 4618 South 6th Street Louisville, Ky. 40214

The members of the Corporation and the Directors shall serve without compensation.

The officers of the Corporation shall be elected by the directors of the Corporation and shall serve until their successors are elected and have qualified. The directors shall elect the regular officers of the Corporation at their annual meeting for the term of one year. The Secretary and Treasurer may be one and the same person. All officers must be Directors of the Corporation.

The Board of Directors shall elect from their number a President, one or more Vice-Presidents, a Secretary and a Treasurer.

The Board of Directors shall adopt a corporate seal and shall have power to make and adopt By-Laws for the operation of the corporation.

ARTICLE VIII.

Private property of the Members of the Corporation, including the incorporator, shall not be subject to any of the debts or liabilities of the corporation.

ARTICLE IX

Unless otherwise designated as provided by law, the name and post office address of the authorized agent of the corporation upon whom process can be served is: Mary W. Zirnheld, 4707 Southern Pkwy, Louisville, KY, 40214

The corporation may be dissolved at any time by the unanimous written consent of its Members, at a meeting for the purpose called in pursuance of a resolution of the Board of Directors and held at the registered office of the corporation, of which meeting and the purpose thereof, the Secretary shall give each member ten (10) days written notice sent by the United States Mail to each member of his last known address as disclosed by the records of the corporation. Upon such voluntary dissolution, notice thereof shall be given in such manner and to such officers as at that time may be acquired by the laws of the Commonwealth of Kentucky.

IN TESTIMONY WHEREOF, witness the signature of (The incorporators)  
to this instrument, in triplicate this 6<sup>th</sup> day of April, 1981

Kendall Y. Fetzer  
(Incorporator's name)

Mary N. Zirnbeck  
(Incorporator's name)

Elizabeth M. Rubee  
(Incorporator's name)

Linda J. Taylor  
(Incorporator's name)

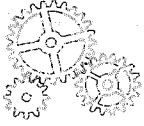
STATE OF KENTUCKY }  
COUNTY OF JEFFERSON ) SS

The undersigned, a Notary Public, in and for the State and County aforesaid,  
do hereby certify that the foregoing Articles of Incorporation of Beechmont  
Neighborhood Assn. were this day produced to me in my office in said  
County by (Incorporators) and they acknowledged the execution and delivery thereof  
as their act and deed and the act and deed of them.

WITNESS my hand this 6<sup>th</sup> day of April, 1981.

My commission expires: Sept. 29, 1984

Robert E. Zirkell, Jr.  
NOTARY PUBLIC STATE AT LARGE



## Webster's Works

Service, Repair and Restoration of Clocks and Music Boxes

1902 Roycewood Court, Louisville, KY 40214-5911

502-553-2381 - WebstersWorks@twc.com

6/20/2016

Beechmont Neighborhood Association

PO Box 14332

Louisville, KY 40214

Beechmont Street Clock: Preliminary Proposal Outline for Repair

This Preliminary Proposal Outline describes a project to repair the street clock that stands on the corner of Southern Parkway and Woodlawn. An experienced public clock restoration team has made several trips to the site. The scope and estimated costs of the proposal are based on information gathered from these visits. This Preliminary Proposal Outline includes a definition of the project scope, and based on that defined scope, the estimated project cost, and a forecast for the project schedule.

### Project Scope:

- Repair the clock to reliable working order. This is viewed in two parts:
  - The timekeeping mechanism will be repaired and tested.
  - The illumination of the dial will be restored offering continuous or night time only illumination.
- Polishing of dial lenses, touch-up painting, replacement of missing hardware; all may be included.
- Secure the clock by adding locking mechanisms to all access panels. This is to include electrical access.
- Assign and train a "Master of the Clock." This person or persons will maintain the clock and make all adjustments as required.

### Project Costs:

#### Labor

- All labor will be performed by recognized public clock repairmen who have received certificates of completion of the "Turret Clock Maintenance Training".
- Estimated Labor Costs \$2000

#### Material

- All material required for repair will be sourced to the manufacturer when available. Otherwise, suitable replacements will be located.
- Any material acquisitions of greater than one hundred dollars (\$100.00) will require approval by the Beechmont Neighborhood Association or a representative.
- Material costs will be at cost plus ten percent (10%).
- Estimated Material Cost \$1100

Estimated Project Cost

\$3100

### Project Schedule:

With approval of the Beechmont Neighborhood Association, the project will begin in September 2016 and should be completed in approximately four weeks. Completion of the project is predicated on availability of parts and weather.

## Request for Taxpayer Identification Number and Certification

**Give Form to the  
requester. Do not  
send to the IRS.**

Print or type See Specific Instructions on page 2.	<b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. BEECHMONT NEIGHBORHOOD ASSOCIATION INCORPORATED		
	<b>2</b> Business name/disregarded entity name, if different from above		
	<b>3</b> Check appropriate box for federal tax classification; check only <b>one</b> of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <b>Note.</b> For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see Instructions) ▶ _____		<input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate
			<b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) <u>5</u> Exemption from FATCA reporting code (if any) <u>Not Applicable</u> <small>(Applies to accounts maintained outside the U.S.)</small>
	<b>5</b> Address (number, street, and apt. or suite no.) PO BOX 14332		Requester's name and address (optional)
	<b>6</b> City, state, and ZIP code LOUISVILLE, KY 40214		
	<b>7</b> List account number(s) here (optional)		

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

<b>Social security number</b>												
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> </tr> </table>												
or												
<b>Employer identification number</b>												

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

<b>Sign Here</b>	Signature of U.S. person ▶ <i>Joan Shepherd, Treasurer</i>	Date ▶ 05/08/2016
------------------	--	-------------------

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.*

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.