



Information Needed to File e-Postcard

Completing the e-Postcard requires the eight items listed below:

- 1) [Employer identification number](#) (EIN), also known as a Taxpayer Identification Number (TIN).
- 2) [Tax year](#)
- 3) Legal name and mailing address
- 4) Any other names the organization uses
- 5) Name and address of a principal officer
- 6) Web site address if the organization has one
- 7) Confirmation that the organization's annual [gross receipts](#) are \$50,000 or less
- 8) If applicable, a statement that the organization has terminated or is terminating (going out of business)

Additional information:

[Form 990-N: Information Reported](#)

Charities & Non-Profits Topics

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