**MEMORANDUM**

To: [PROSPECTIVE DONOR]

From: Kahlon Family Services School – KFS SCHOOL

Re: Tax-Deductibility of Gifts

Date: [DATE]

*Please find below the official IRS language explaining that your gift to our organization is tax-deductible from the date of our inception forward, and during the time this organization’s 501(c)3 status is pending before the IRS. The IRS allows this in consideration of the preparation time and the often lengthy IRS 501(c)3 approval process for recently-formed nonprofit organizations. If you have any questions, please contact us for further information.*

**Contributions to Organization with IRS Application Pending**

When the IRS approves a timely filed exemption application [within 27 months of the creation of the entity], exempt status is recognized back to the date the organization was created. Thus, while an application is pending, the organization can treat itself as exempt from federal income tax under section 501(c)(3).  If the organization ultimately qualifies for exemption for the period in which the contribution is made, the contribution will be tax-deductible by the donor.  Alternatively, if the organization ultimately does not qualify for exemption, then the contribution will not be tax deductible.

*(Source: http://www.irs.gov/Charities-&-Non-Profits/Charitable-Organizations/Contributions-to-Organization-with-IRS-Application-Pending*

**Effective date of exemption.**    If the organization files the application within this 27-month period, the organization's exemption will be recognized retroactively to the date it was organized. Otherwise, exemption will be recognized only from the date of receipt. The date of receipt is the date of the U.S. postmark on the cover in which an exemption application is mailed or, if no postmark appears on the cover, the date the application is stamped as received by the IRS.

Upon obtaining recognition of exemption, the organization can file a claim for a refund of income taxes paid for the period for which its exempt status is recognized. *(P. 24, IRS Pub 557, PDF)*