



Dear Chapter Members:

We want to thank you for your membership and continued support of Family Campers & RVers and hope that you have enjoyed the many activities that are provided. We also hope that you appreciate and enjoy the fun and fellowship that our camping family has brought you.

We have some new and important information from National that we need to pass along to you. There is a new IRS form for applying for an EIN number. This is the number that every chapter must have in order to have a bank account. You should not be using someone's social security number for your chapter bank account as this can cause problems for the chapter and is not a wise idea. An example would be if the person is behind in taxes, the IRS could take the bank account to pay for the back taxes. If the person would pass away, the money would go into the estate and be lost to the chapter. It is just a one-time application and if your chapter does not have an EIN number, then please do so immediately. Use the enclosed form or you may visit this website <http://www.irs.gov> and find information on applying online, by fax or by phone.

If your chapter has an EIN number the National organization is requesting the following information to protect our non-profit status and the funds of the chapters. Each chapter needs to supply information concerning their bank account to their Field Director, District Director or State Director. Please complete the enclosed form with the following information and return it as soon as possible:

1. Where your chapter's bank account is located.
2. The account number & EIN number on the account.
3. Person (s) who are able to sign for transactions on the account.

Finally, as per all chapter's constitution and by-laws, if a chapter disbands there are specific steps to be followed. These steps need to be followed especially concerning the chapter funds in order to not jeopardize FCRV's non-profit status. The funds are to be given to an FCRV program or any non-profit charity. A report of how the funds were dispersed must be sent to the State Director to be put in the chapter's file. If the chapter does not report to the State Director, after a report is requested, and/or they do not properly disperse the funds, then the matter may be turned over to the FCRV attorney for action.

Again, we want to thank you for being a part of our camping family and for assisting us with gathering the information on your chapter bank account. If you have any questions, please do not hesitate to contact us.

Yours for a better FCRV,

John & Linda English
FCRV State Director

Chapter Name _____

Chapter Number _____

Bank where accounts are held:

Account number(s):

EIN (Employee Identification Number)

Person(s) authorized to complete transactions

If your chapter holds more than one account please provide all account numbers. If your chapter holds accounts at more than one bank, please copy this form and complete for each financial institution.

Please return completed form to:

John/Linda English

23234 Floral Street, Farmington, MI 48336

MIFCRV@gmail.com

248.797.5030 (Linda Cell)

248.877.9775 (John Cell)