



CUPERTINO

CUPERTINO SISTER CITY ANNUAL ELIGIBILITY SUBMISSION FORM

Organization Name: _____

Organization Employer Identification Number (EIN): _____

Does your Organization have 501(c)(3) exempt status? Yes No

Did your Organization file an IRS 990EZ for the most recent Tax Year? Yes No

Please select your Organization's 501(c)(3) structure:

Public Charity

Private Foundation

Private Operating Foundation

During the past year has your Organization maintained communication with its affiliate Sister City Committee to ensure the Committee is equally committed to the program? Yes No

Please list your Organization's officers, subcommittees, and subcommittee members:

Please provide prior year accounting details:

Information should include:

- **Donations and in-kind contributions from the local community over the past year**
- **Summary of finance activities, fundraising efforts, and resources other than public funding**
- **All program and travel expenses, postage, fax, copying, and printing costs for events in which the City participated**
- **Detailed budget, including monies raised through fundraising efforts and public (City) funding for events and activities**
- **Please include funds available and identify adequate, ongoing funding sources for programs and activities**

Income

Expenses

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Please include a description of prior year activities, student delegations, and number of students:

Our Organization, _____, has reviewed and understands the "Policies and Guidelines on Sister Cities, Friendship Cities, and International Delegations for the City of Cupertino."

Our Organization, _____, has submitted and understands the following eligibility requirements and annual submittals:

- Proof of 501(c)(3) exempt status
- Detailed accounting of prior year actual revenue and expenses
- Summary of prior year activities and student delegations
- Proposed budget plan
- Fundraising plan

ANEELA CHEN

Sister City Organization representative name



Signature

Date