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|  | <meta name="keywords" content="Lauren Saine, K-band, Entity Formation, Startup"> |
|  | <meta name="description" content="Startup documents list"> |
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|  | <link rel="stylesheet" type="text/css" href="[CommentsStylesheet.css](http://k-band.us/CommentsStylesheet.css)"> |
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|  | <main> |
|  | <article> |
|  |  |
|  | <h3 id="title">Entity Formation for California Nonprofits Incorporated in Delaware</h3> |
|  | <p id="author">Lauren Saine, February, 2019</p> |
|  |  |
|  | <p class="heading">Entity Formation</p> |
|  | <ul> |
|  | <li>Delaware Certificate of Incorporation</li> |
|  | <li>Delaware Certified Copy of Certificate of Incorporation</li> |
|  | <li>Delaware Registered Agent</li> |
|  | <li>Delaware Certificate of Good Standing</li> |
|  | <li>Company Bylaws</li> |
|  | <li>Company Conflict of Interest policy (see sample in Form 1023 Instructions)</li> |
|  | <li>US Employer Identification Number</li> |
|  | <li>US Tax Information Authorization (delegates non-officer to file and respond)</li> |
|  | <li>US Form 1023 or 1023-EZ - Application for 501c3 tax-exempt status</li> |
|  | <li>CA Form S&DC S/N Registration with Secretary of State</li> |
|  | <li>CA Form 3500A FTB Application for tax-exempt status</li> |
|  | <li>CA Form CT-1 Registration with Attorney General</li> |
|  | </ul> |
|  |  |
|  | <p class="heading">Annual Reports/Tax Returns</p> |
|  |  |
|  | <ul> |
|  |  |
|  | <li> <a href="<https://corp.delaware.gov/paytaxes/>">Delaware |
|  | Annual Report, </a>in lieu of taxes, if not doing business in Delaware</li> |
|  |  |
|  | <li><a href="<https://businessfilings.sos.ca.gov/>">CA Form SI-550</a> Secretary of State Annual e-Statement of Information</li> |
|  |  |
|  | <li><a href="<https://www.ftb.ca.gov/forms/2019/2019-199.pdf>">CA Form 199</a> FTB Franchise Tax Board Annual e-Statement of Information if gross receipts greater than $50K, or |
|  | <a href="<https://www.ftb.ca.gov/file/business/types/charities-nonprofits/199N.asp>">CA Form 199-N</a> if gross receipts greater than $50K</li> |
|  |  |
|  | <li><a href="<https://ct-1-registration-form.pdffiller.com/>">CA Form CT-1 </a>Re-registration with Attorney General</li> |
|  |  |
|  | <li><a href="<https://www.ftb.ca.gov/forms/2019/2019-109.pdf>"> CA Form 109</a> FTB Exempt Organization Annual Information Return, if unrelated business taxable income less than $1K </li> |
|  |  |
|  | <li><a href="<https://www.irs.gov/charities-non-profits/annual-electronic-filing-requirement-for-small-exempt-organizations-form-990-n-e-postcard>">US Form 990-N</a> e-filing for exempt corporations, if annual gross receipts normally $50K or less, or |
|  | <a href="<https://www.irs.gov/pub/irs-prior/f990--2012.pdf>"> Form 990 </a>if annual gross receipts greater than $50K |
|  | (by 15th day of 5th month after close of your tax year)</li> |
|  |  |
|  | <li>Directors Meeting minutes (keep in company files)</li> |
|  |  |
|  | </ul> |
|  |  |
|  | <p class="heading">Intellectual Property</p> |
|  | <ul> |
|  | <li>US Trademark / Service Mark registration</li> |
|  | <li>US Patent and Copyright registration</li> |
|  | </ul> |
|  |  |
|  | <p class="heading">Employees /Independent Contractors</p> |
|  | <ul> |
|  | <li>CA Form DE-1 Employer Registration</li> |
|  | <li>CA Form DE-34 Report of New Hire</li> |
|  | <li>CA Form DE-542 Report of Independent Contractors (if paid more than $600)</li> |
|  | <li>US IRS Form I-9 Employment Eligibility Verification</li> |
|  | <li>US IRS Form W-4 Employee Income Tax Withholding</li> |
|  | <li>US Form 1099-MISC report, for independent contractors</i> |
|  | <li>US and CA payroll taxes, for employees</li> |
|  | </ul> |
|  |  |
|  | <p></p> |
|  |  |
|  | <p class="heading">Employment-based Visa Issues</p> |
|  | <p><i>under construction</i></p> |
|  |  |
|  | <p></p> |
|  |  |
|  | <p class="heading"></p> |
|  | <p></p> |
|  |  |
|  | <p id="update"></p> |
|  |  |
|  | </article> |
|  | </main> |
|  | </body> |
|  | </html>  \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*  Delaware Entity Types Chart  https://docs.google.com/spreadsheets/d/e/2PACX-1vTnNDs8kF-Oa0z0S1ozeNhlJf2oOd0r9MsXf3Lw4UpngLIr01XbB5B1zTwOR0oEFfT0nXotzaC--nL6/pubhtml |