



November 10, 2022

MN ID: 5230557
Letter ID: L0911086752

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FACES & VOICES OF RECOVERY
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WASHINGTON DC 20002-4253

Your Nonprofit Exempt Status – Sales Tax application needs more information

The Minnesota Department of Revenue is reviewing your Form ST16, Application for Nonprofit Exempt Status – Sales Tax. We need some additional information to determine if your organization qualifies.

What do I need to do?

Send us the following information by January 10, 2023:

- Current year-to-date income and expense statement that includes the specific sources of support and the nature of your expenses.
- Are recipients of your services or programs required to pay for assistance they receive? If so, how much are the fees?
- Will you offer free services or programs; or use a sliding scale?
- Do you receive donations, grants, or contributions? If so, how much have you received in donations in the last year?
- A written statement explaining the activities performed by the organization within the last year.

Your additional information may be sent to:

- **Email:** nonprofit.exemptstatus@state.mn.us
- **Mail:** Attn: Erin Strickland
 - Minnesota Revenue
 - Mail Station 6330
 - 600 N. Robert St.
 - St. Paul, MN 55146-6330

What if I don't respond?

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If you do not respond to the is Letter, we will close your application.

What if I have questions?

If you have questions please contact me.

Sincerely,

Erin Strickland
Revenue Tax Specialist
Phone: 651-556-6125
Email: erin.strickland@state.mn.us
Fax: 651-556-3102