

- 1. File Articles of Incorporation with CA State \$30**
- 2. Apply for a Federal EIN from the IRS**
- 3. Adopt bylaws at initial board meeting**
- 4. Apply for federal (\$275) and State tax exemptions**
- 5. Register as a California Charity (\$25), City Business license and State Tax accounts**
- 6. Open a bank account (requires articles of incorporation, bylaws and EIN)**
- 7. Submit Initial and biennial reports (\$20)**