

File990.org 990N instructions

When it is time to file, you will receive an email reminder like this one:

Our records indicate that its time to file your annual 990-N return:

CHARIS
Tax period ending in December
[Complete tax filing](#)



To make the process as quick and easy as possible, we have imported your filing information from the IRS database.



If you are no longer in charge of completing tax returns for CHARIS, please forward this email to the appropriate person.

[Click here to complete your filing](#)

Click on the link that says “Complete tax filing” or “Click here to complete your filing.”

That will take you to a pre-populated 990N filing based on what your unit has submitted in the past. If it is not pre-populated, fill out the form.

2016 990N	990-N Assets Less Than \$500,000 Gross Receipts Under \$50,000	AUTHORIZED  Provider
 EIN Number L-_____	 Legal organization name CHARIS	
 Company Website (optional)	 Beginning of Tax Period 01/01/2017	
 Address Line 3015 E NEW YORK ST STE A2 # 295	 End of Tax Period 12/31/2017	
 Address Line 2	 City AURORA	
 Illinois ▾	 ZIP Code 60504-5165	
<input type="checkbox"/> Has your organization been terminated or gone out of business?		
<input checked="" type="checkbox"/> Check if your Gross receipts are \$50,000 or less?		
Next 		

When the form is complete, click "Next."

Which will take you to a form to fill out the Filing Officer Information. Fill out this form.

FILING OFFICER

Great! We're almost there!

To e-file, the IRS requires us to know who you are, the officer filing this return. Please fill out the following form about the Filing Officer.

Check if you are a paid preparer.

 Officer Name *	 Officer Title (optional)
 Address Line 1 *	 Address Line 2 (optional)
 City *	 Illinois 
 ZIP Code *	 Phone (optional)
 Email (optional) hitt.jesse@gmail.com	 Password (for future access) (optional)

[Previous](#) 

[Proceed to payment](#) 

When the form is filled out, click "Proceed to payment." You will not be asked to pay anything.

CHECKOUT

TOTAL
\$0.00

YOUR FILING INFORMATION

 Jesse Hitt

 90-0425311

 2017 990N

Payment Information

The payment for this filing for 90-0425311 will be covered by the organization:
TN PTA

[Submit filing](#) 

On this page, click Submit filing. That's it!

You will receive a confirmation email from File990.org that the form was submitted immediately.

You will receive another email in 48 hours (approx) with an acceptance or rejection from the IRS. If your form has been rejected, you can go back to the form to make the necessary corrections.