

Section 4 – Business Information

In this section:

1. **Maintaining your tax exempt status and Oregon incorporation**
Information on the 990 form and keeping your incorporation up to date.
2. **Online dues/payments information**
Step by step instructions on how to set up a Square or PayPal business account to take dues payments and donations for your Grange including best practices for electronic commerce.
3. **Subordinate/Pomona investments with the State Grange.**
Information on investing your Granges excess funds with the Oregon State Grange. Includes information on OSG investment policies and form for submitting your Granges investment.
4. **Sample donation thank you letter**
A sample to follow for accepting donations. We are not a 501 c 3 organization so not all donations are tax deductions, but all donations should be acknowledged with a receipt and letter.
5. **Sample of fundraising letters for various events**
These samples include letters for corp. donations, general donations, sponsorships, and volunteer time as well as some fundraising ideas.