**AMERICAN ASSOCIATION OF ZOO KEEPERS, INC.**



## RECHARTER AGREEMENT – 2022 – Section 2

|  |  |
| --- | --- |
| Chapter Name |  |
| Chapter Address |  |
| City |  |
| State |  |
| Zip/Postal Code |  |
| Chapter Email |  |
| Primary Phone |  |
| Facility Affiliation(s) |  |
| Chap Website Address |  |
| Chapter Facebook |  |
| Chapter Twitter Account |  |

|  |  |
| --- | --- |
| Chapter EIN  Note: Not the AAZK EIN |  |

In consideration for being granted a charter in American Association of Zoo Keepers, (AAZK) the undersigned, Officers of this Chapter, do hereby agree and declare that:

1. This Chapter is subject to the general supervision and control of AAZK, which has sole authority in granting or rejecting applications for affiliations by Chapters, in canceling affiliation for any causes deemed by it sufficient and all other matters except local matters internal to the Chapters.
2. This Chapter adopts and adheres to the statement of purpose of the AAZK and its rules and regulations, and the General Articles of the Standard Chapter Constitution, as required and agreed to in accordance with the rules and regulations set forth in the By-laws and policy statements of AAZK and this Charter Agreement for AAZK Chapters.
3. This Chapter is organized exclusively for scientific, educational, and charitable purposes including for such purposes the making of distributions to organizations that qualify as exempt organizations under Section 501 (c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).
4. No part of the net earnings of this Chapter shall inure to the benefit of, or be distributed to its members, trustees, officers, or other private persons, except that the Chapter shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of its purposes.
5. No substantial part of the activities of this Chapter shall be the carrying on of propaganda or otherwise attempting to influence legislation and the Chapter shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.
6. Notwithstanding any other provision of this agreement, this chapter shall not carry on any other activities not permitted to be carried on (a) by a corporation or association exempt from federal income tax under Section 501 (c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law or (b) by a corporation of association, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law.
7. Note: After its governing board has paid or made provision for the payment of all its liabilities, upon dissolution all the assets of this chapter shall revert to AAZK.
8. This Chapter will submit the required annual financial report and such other reports to the AAZK at such time and in such format as may be prescribed from time to time by the AAZK. The Administrative Offices shall file IRS 990N income verification for subordinate chapters when gross receipts (income) are ***under*** $50,000 in the current tax year or when the Chapter meets the IRS Gross Receipts test as defined in AD 8.02-9 IRS990 for the previous three (3) tax years.
9. Chapter with gross receipts (income) ***over*** $50,000.00 or which do not meet the IRS Gross Receipts Test shall be required to complete and file IRS990 EZ Form with the IRS by the deadline of May 15 for any calendar year (extensions are available), providing a **copy** of the 990EZ Form when received to the CEO/CFO of the Association. Additionally, though revenue may drop below the $50,000 threshold in subsequent years, chapters are required by IRS regulation to average the income for a period of up to three (3) years to determine which IRS Tax Form shall be filed. The Administrative Office will provide compliance assistance or answer chapter questions in this matter. Reference AD 8.02-9 IRS990 to take the Gross Receipts test to determine average income for the three (3) tax years in question.

1. For the purpose of facilitating the conduct of official business between this Chapter of the AAZK and other public and private organizations and persons, a permanent mailing address will be established. This address will serve as the address of record at the AAZK for the purpose of official mail and written notifications. For the purpose of general communication, an electronic mailing address will be established and maintained by the Chapter. This electronic address can either be established in the name of the Chapter (preferred), or the address can be the email address of a Chapter Board Member.
2. In recognition of its eligibility to be included in the Group Exemption letter, which the AAZK has been granted from the Internal Revenue Service, the AAZK is hereby authorized to add this Chapter to its group exemption letter.
3. This Chapter will investigate and pursue its obligations with their Secretary of State or appropriate government offices in regard to state or local charity registration, sales tax, franchise tax, or other requirements incumbent on this subsidiary.
4. This Chapter shall disclose the address (URL) of Chapter webpage(s) and shall disclose the utilization and maintenance of all social media sites per AD 8.02-8 – Chapter Communication.

2022 Chapter Officers and Liaisons

**\*\* REQUIRED\*\* All Chapter Officers (4) shall be members of AAZK National \*\*REQUIRED\*\***

**A single Chapter Officer is allowed to hold no more than two (2) Officer positions**

|  |  |  |
| --- | --- | --- |
| Officers | Name | Email |
| President |  |  |
| Vice President |  |  |
| Secretary |  |  |
| Treasurer |  |  |
| Communication Liaison |  |  |
| Conservation (BFR/TFYM/CP) Liaison |  |  |