



**MidwayUSA Foundation, Inc.**

6001 W Van Horn Tavern RD, STE C

Columbia, MO 65203

(877) 375-4570

info@midwayusafoundation.org

## Endowment EIN Change Request

An Employer Identification Number (EIN) is also known as a federal tax identification number, and is used to identify a business entity. MidwayUSA Foundation uses the EIN associated with an endowment for two purposes:

1. To determine who may receive cash grants from the endowment. Only the EIN organization linked to the endowment may apply for and receive cash grants from the endowment.
2. For government reporting of issued cash and non-cash grants (Forms 1099-MISC and 990 Schedule I)

The EIN does not indicate ownership of the endowment account. MidwayUSA Foundation is a public charity, not a bank. An organization associated with an endowment does not own, control, or have a right to the endowment or the funds (donations and earnings) in the endowment. All endowments and funds therein are the property of the MidwayUSA Foundation and are under the control of the Foundation's Board of Directors. Therefore, an organization's endowment balance is simply the measure by which the MidwayUSA Foundation determines how much of a cash grant the organization may receive.

### Endowment Detail

Endowment Name: \_\_\_\_\_

Endowment ID: \_\_\_\_\_

**FROM** EIN: \_\_\_\_\_ - \_\_\_\_\_

**TO** EIN: \_\_\_\_\_ - \_\_\_\_\_

*Do Not Use a SSN*

## Endowment EIN Change Request (cont.)

In the space provided below, please provide a detailed explanation as to why this request is being made. It must include the benefits to the youth shooting team or organization as well as any problems, actual or potential, associated with the EIN change. *You may attach additional pages as needed.*

## Endowment EIN Change Request (cont.)

An endowment EIN Change Request requires signatures of ALL contacts on the endowment account. All current contacts are listed on the Team or Organization’s endowment page on the MidwayUSA Foundation website (www.midwayusafoundation.org). If not already provided in the contact signatures, the request must include at least one governing official representing each of the “From” and “To” EIN entities. A governing official is a Board Officer, School Administrator, or someone in a Leadership position within the EIN entity.

### Endowment Contact Detail (FROM)

<u>Signature</u>	<u>Printed Name</u>	<u>Title</u>	<u>Phone</u>	<u>Date</u>
_____				___ / ___ / ___
<i>“From” EIN Governing Official (Required)</i>				
_____				___ / ___ / ___
<i>Contact (Required if EIN Governing Official is not a contact)</i>				
_____				___ / ___ / ___
<i>Contact</i>				
_____				___ / ___ / ___
<i>Contact</i>				
_____				___ / ___ / ___
<i>Contact</i>				
_____				___ / ___ / ___
<i>Contact</i>				
_____				___ / ___ / ___
<i>Contact</i>				

### Endowment Contact Detail (TO)

<u>Signature</u>	<u>Printed Name</u>	<u>Title</u>	<u>Phone</u>	<u>Date</u>
_____				___ / ___ / ___
<i>“To” EIN Governing Official (Required)</i>				

**Required additional documentation**

Please include (1) a W-9 and (2) a copy of the 501c determination letter (if applicable) for the new (To) entity.