

APPLICATION FOR MOOSE PUBLICATION PERMIT

(As required by Section 46.11, General Laws of Moose International, 2004 Edition)

(Please complete form **on your screen** and return as an attachment to an email to Tehlert@mooseintl.org, or by mail to Moose International, Communications & Public Affairs, Mooseheart, IL 60539-1174.)

1. What is the intended title or name of the publication? _____

2. We require a line of type to appear directly below the nameplate, indicating:

_____, Loyal Order of Moose.
(Lodge Name) (State) (Lodge #)

Will you be able to meet this requirement? _____

3. Lodges must qualify for the Nonprofit rate with regard to advertising if they mail a newsletter either Periodicals Class or Standard Class; in any instance, advertising must be limited to 25 percent of total space. Are you willing to proceed under these restrictions? _____

4. In the U.S., if the Lodge takes in a total of more than \$1,000 in "unrelated business income" (including advertising revenue) in any calendar year, it is the *Lodge's responsibility* to file IRS Form 990-T. It is Moose International policy that Lodges must avoid any situation in which publication advertising revenue causes the Lodge to exceed the \$1,000 "ceiling" that would require the filing of a 990-T. Are you willing to proceed under these conditions? _____

5. Briefly, list the annual projected (or actual) expenses connected with your publication. _____

6. No salaries or commissions are to be paid to anyone in connection with the publication or the sale of advertising therein. Are you willing to proceed under this restriction? _____

7. Please furnish the name and Moose ID number of the editor (must be a member of the Lodge or Chapter in good standing). _____

8. **E-MAIL ADDRESS OF THE EDITOR:**

9. What percentage of your membership receives its newsletter by
Mail (hardcopy) _____% vs. E-Mail _____%

Upon receipt of this application, the Director of Communications & Public Affairs will consider it for approval. You will be notified by e-mail. Thank you and good luck!