



AAUW AFFILIATE* CONSOLIDATION FORM

Affiliate Information

As prescribed by AAUW Policy No. 202, *Affiliate Consolidation* is defined as the combination of two or more affiliates into one new entity. Each individual merging affiliate disbands. A new affiliate with a new name, federal tax employee identification number, tax status, affiliate agreement, leadership structure, and bylaws are created as a result of the merger.

This form is to be completed by the affected affiliates once a meeting has been held with each affiliate involved in the consolidation.

The below affiliates have voted to merge: (Attach an additional list of affiliates affected if more than two.)

_____	_____	_____	Type of Entity: <input type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c)(4)
(Affiliate name)	(Affiliate code)	(EIN Number)	
_____	_____	_____	Type of Entity: <input type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c)(4)
(Affiliate name)	(Affiliate code)	(EIN Number)	

The proposed affiliate name shall be: _____.

The reason for the consolidation is as follows:

The following steps have been completed:

- ☐ The Affiliates contacted AAUW Membership staff to discuss the affiliate consolidation policy #202.
- ☐ Membership of the merging affiliates approve the consolidation (attachment copy of the minutes.)
- ☐ A timeline for merging resources and assets has been developed.
- ☐ If incorporated, the affiliates must file all required documents with the state of domicile.

NOTE: A final tax return must be filed with the IRS for each disbanded entity. Please contact the AAUW Finance Department for assistance.

The following must be submitted to national AAUW within 30 days of consolidation approval:

- A signed affiliate agreement for the new affiliate
- A new EIN number and tax determination letter
- Bylaws for the new affiliate must be submitted to AAUW within 90 days

Submitted by: _____ Date _____ Member ID _____
(Affiliate Administrator)

Submitted by: _____ Date _____ Member ID _____
(Affiliate Administrator)

Please return signed form to the Membership Department, 1310 L St NW Suite 1000, Washington, DC 20005, or by email at branchrelations@aauw.org or by fax at 202-861-8068.