



INDIANA DEPARTMENT OF REVENUE  
PO BOX 1261  
INDIANAPOLIS IN 46206-1261

## Indiana Department of Revenue

Eric J. Holcomb, Governor  
Bob Grennes, Commissioner



Taxpayer ID [REDACTED]  
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Date Issued [REDACTED]

Dear Customer,

The Indiana General Assembly recently passed new legislation revising the filing frequency for Form NP-20, *Nonprofit Organization's Annual Report*, from annually to every five years.

You will need to file Form NP-20 for tax year 2021, in 2022 to qualify for the new filing frequency.

After 2022, the due date for the new Form NP-20R, *Nonprofit Organization's Report*, is based on the last two digits of your organization's federal employer identification number (FEIN). Form NP-20R will be due on:

- May 15, 2024, if your organization does not have an FEIN or your FEIN ends in 00 through 24.
- May 15, 2025, if your organization's FEIN ends in 25 through 49.
- May 15, 2026, if your organization's FEIN ends in 50 through 74.
- May 15, 2027, if your organization's FEIN ends in 75 through 99.

After the date shown above, your organization must file Form NP-20R by May 15 every fifth year.

You still need to file Form IT-20NP, Indiana Nonprofit Organization Unrelated Business Income Tax Return, for each year in which your organization has unrelated business income (as defined under Internal Revenue Code Section 513) of \$1,000 or more. For more information visit [www.in.gov/dor/tax-forms/nonprofit-tax-forms](http://www.in.gov/dor/tax-forms/nonprofit-tax-forms).

By law, your organization's current sales tax exemption will expire if the required forms are not received by the due date. You can file all required forms using Indiana Taxpayer Management Engine (INTIME), DOR's e-services portal, at [intime.dor.in.gov](http://intime.dor.in.gov).

In addition, beginning January 1, 2023, your sales tax exemption certificate will no longer be mailed to you. You can request your sales tax exemption certificate (Form NP-1) to be provided to sellers by logging into your INTIME account. If you are not registered, you will need to create an account on INTIME by selecting "New to INTIME? Sign up" and following the instructions provided. You will need your taxpayer ID (FEIN, SSN, etc.) and the unique Letter ID, which is printed in the upper-right hand corner of this letter.

If you have questions, contact DOR using the secure messaging feature in INTIME.

Sincerely,

Indiana Department of Revenue

**INT - Ready**