E-mail sent to Business Managers via Flocknote on 10/7/2020.

Dear Pastors, Administrators, PLCs, and Business Managers,

**NP-20 Reminder:**

Form NP-20 is due to the Indiana Dept. of Revenue by November 15, 2020. Each location is responsible for completing their own filing.

**990-T Reminder:**

All matters related to Form 990-T are required to be completed by November 15, 2020. These include, but are not limited to:

* Reviewing your location's activities for the previous fiscal year and determining if any of those activities result in Unrelated Business Income, which could trigger a requirement to file Form 990-T. The most common source of Unrelated Business Income is advertising in parish bulletins that the parish sells directly.
* Disqualified fringes (i.e. the “Parking Lot Tax”) are no longer considered unrelated business income, as communicated earlier this year.
* If you have unrelated business income in excess of $1,000, you are required to file Form 990-T by November 15th (or file an extension by then).

**Business Entity Report:**

Many of you are receiving notices from the IN Secretary of State regarding Business Entity Report filings due at the end of this month for your parishes. You can discard those notices, as the Office of Accounting Services is handling the filing of these reports for all parishes, high schools, and agencies of the Archdiocese of Indianapolis.

Thanks!