



EDUCATIONAL SUBORDINATE ORGANIZATION QUALIFICATION REQUIREMENTS

Please allow at least 8 weeks for the qualification process.

If the organization has never submitted qualifying information as an educational subordinate organization, the following information shall be submitted in the name of the organization prior to being approved to conduct a bingo, millionaire party, raffle, or charity game. A previously qualified organization may be required to submit updated qualification information to assure its continued eligibility under the act.

1. A signed and dated copy of the organization's current bylaws or constitution, including membership criteria.
2. Copies of one bank statement per year for the previous five years, excluding the current year.
3. A provision in the bylaws or constitution that all assets, and real and personal property will revert to the local government or another nonprofit organization should the organization dissolve.
4. A letter from the applicable school or school board stating the subordinate organization is directly under their jurisdiction and authorized to conduct charitable gaming events.

Note: If the subordinate organization is not directly under the jurisdiction of the school or school board, is separately incorporated, or has its own federal tax exempt status, the organization shall submit documentation to qualify as a local civic organization.

Additional information may be requested after the initial documents submitted have been reviewed. If you have any questions or need further assistance, please call our office at (517) 335-5780.

Act 382 of the Public Acts of 1972, as amended, defines an educational organization as "an organization within this state that is organized not for pecuniary profit, whose primary purpose is educational in nature and designed to develop the capabilities of individuals by instruction in any public or private elementary or secondary school that complies with the revised school code, 1976 PA 451, MCL 380.1 to 380.1852, or any private or public college or university that is organized not for pecuniary profit and that is approved by the state board of education."