



About BryteBridge

BryteBridge is a nonprofit consulting company that offers consulting and administrative services to help nonprofit organizations start-up, grow, and maintain compliance. BryteBridge is led by a team of experienced nonprofit professionals who have worked for or ran their own nonprofits, held board positions, or with formal nonprofit educational backgrounds. Founded in 2004 and headquartered in Winter Park, FL, BryteBridge serves nonprofits all over the United States, with Florida, California, Texas, New York, Illinois, North Carolina, and Georgia having the largest concentration of our clients.

Expanding from nonprofit incorporation and 501(c)(3) registration services in 2004, our consultative approach pairs clients with a dedicated team of nonprofit subject matter experts. While we are active users of technology, we aim to provide a better client experience than the do-it-yourself online legal providers, law firms, CPAs, and other nonprofit consulting providers. Using our personalized approach, paired with technology, we can deliver the solutions nonprofits need to start and grow their organizations.

Since inception, we have helped over 35,000 nonprofits incorporate, obtain their 501(c)(3) status, and meet other administrative and development needs. Today, nonprofit organizations turn to us for assistance with much of their nonprofit needs. From incorporation and 501(c)(3) filing to grant writing, strategic planning, bookkeeping, web design, and everything in between, we work to get our clients on the right track for success!

501(c) Status Guaranteed

Our 501(c) federal tax exemption services come with a guarantee that your organization will receive a positive determination of exemption under the section for which your organization has applied.

How can we make a guarantee?

As a full-service nonprofit development company, BryteBridge conducts a deep dive that includes a client intake questionnaire and client interview to understand its goals and the planned operations to determine and confirm it will meet the IRS classification. Upon completion of our assessment, if we don't think your organization will qualify for 501(c)(3) tax-exempt status, we will share which 501(c) codes (if applicable) you may be eligible to apply for. e.g., 501(c)(4), 501(c)(5),501(c)(6),501(c)(7), and 501(c)(8). At which time, you can choose between a refund or proceed with the applicable 501(c). *Our guarantee is only applicable once the 1023 or 1024 applications have been submitted to the IRS*.





Expectations of Clients

BryteBr

• Complete the client intake process in a timely and accurate manner.

Nonprofit Solutions

- Provide copies of any documents your organization previously prepared on its own, so we can review for accuracy and to ensure the IRS will accept.
- Attend scheduled interview or any meeting requests with your nonprofit specialist
- We require all 1023 (501(c)(3)) application information, excluding board bios, submitted to the IRS be prepared or reviewed by our team and that for existing nonprofit organizations file all 990 returns to the IRS annually, since formation date, prior to applying for the 501(c) status with the IRS.
- Clients are not to make any modifications to the IRS 1023 and 1024 applications before submission or undertake any communication with the IRS without prior review by one of our 501 representatives to ensure accuracy and compliance of the application.
- While the application is pending, the client must provide BryteBridge with copies of all communication from the IRS. Our office will review them before any additional responses to IRS inquiries.
- We reserve the right to void any guarantee or charge additional fees to correct any mistake made by clients on both initial application and IRS request for additional information.

To get your 501(c) process started call us at 1-877-857-9002 Or visit our brand new website at <u>www.brytebridge.com</u>

Guarantee Requirements & Disclosure

To ensure that the IRS will successfully process your application, we reserve the right to advise you against any potential pitfalls. Thus we cannot include information within your application that would lead to your organization's ineligibility for exemption under section 501 of the internal revenue code. Included with our standard 1023 and 1024 preparation services is follow-up support throughout the application process. Should you receive any requests for information from the IRS, we will assist in preparing appropriate responses. As part of the terms of the exemption guarantee, we require that our office review all communication with the IRS prior to submission. Should you make any modifications to the application before submission or undertake any communication with the IRS without prior review by one of our representatives, we reserve the right to void such a guarantee or charge additional fees to correct this and provide additional service hours.

We do not begin the clock on orders until all requirements and information requested from the client have been received and are in good order. We cannot complete our work without having all the required information in our possession.

As government agencies frequently update their forms and processes, state and federal documents must be filed in a timely fashion. If you have not filed a document within 90 days of its preparation, please contact our office to determine what updates and/or revisions may be necessary before filing. Please keep in mind that your account balance must be paid in full before releasing your prepared documents. If you do not elect for BryteBridge Consulting, LLC to file on your behalf, we will upload your completed documents into your secure client portal for your use. The fee charged by our company for 501(c) services includes only preparation of the documents selected; all state and IRS fees are the client's responsibility.