Line 1 Briefly describe your mission or most significant  
activities (limit 255 characters). Provide a brief summary of your  
tax-exempt 501(c)(3) purposes and the activities you engage in  
to further those purposes (see below for examples and a  
description of various 501(c)(3) purposes).

To further the craft of writing; exchange ideas with others who share similar interests; assist and encourage members to achieve writing-related goals; offer educational and informative programs about writing and marketing finished works

Line 2 NEE A20 Arts, Cultural Organizations ­– Multipurpose

Line 3 01

Line 4 Carol Jean Bova, Treasurer

Line 5 804-725-6163

Line 6 Fax Number 804-725-7668 N (LIBRARY)

LINE 7 USER FEE

The user fee for Form 1023-EZ is $275. (we qualify to use ez)

The user fees must be paid through [Pay.gov](https://pay.gov/public/home) when the application is filed.

LINE 8 List the names, titles, and mailing addresses of  
your officers, directors,

Sonja McGiboney, President, 113 S. Mason St, Smithfield, VA 23430-1336

Carol J. Bova, Treasurer and Immediate Past President, P. O. Box 7126, Mathews, 23109-0716

Jeffrey Price, Secretary, 9109 Manorwood Way, Toano, VA 23168-8936

Denise DeVries, Director – Publicity, 199 Whitaker Lane, Kilmarnock, VA 22482-3123

Ann Skelton, Director at Large, 2821 Bennetts Pond Rd, Williamsburg, VA 23185-7549 noapostrophe allowed

~~Mary Bush Shipko, Director-at-Large, 7518 Villa Court, Gloucester Point, VA 23062 ONLY 5~~

Line 9a. Organization’s website http//www.chesapeakebaywriters.org

Line 9b CBWreply@gmail.com

Part II

Unincorporated association. An “unincorporated  
association” formed under state law must have at least two  
members who have signed a written document for a specifically  
defined purpose

Bylaws may be considered an organizing document only if  
they are properly structured to include your name, purpose(s),  
signatures, and intent to form an organization.

Unincorporated association. If you are an unincorporated  
association, you should enter the date that your organizing  
document was adopted by the signatures of at least two  
individuals

The organization is organized exclusively for educational and literary purposes under section  
501(c)(3) of the Internal Revenue Code, or corresponding  
section of any future federal tax code.

Educational. The term “educational,” as used in section  
501(c)(3), relates to:  
The instruction or training of the individual for the purpose of  
improving or developing his or her capabilities, or  
The instruction of the public on subjects useful to the  
individual and beneficial to the community.