

7.12

Sample Letter to Open Local Bank Account

NOTE: A copy of the following letter may be obtained from the Executive Director, for use when opening bank accounts or doing other business for the chapter that requires 501(c)(3) verification.

[Date]

To whom it may concern:

J. Reuben Clark Law Society (hereafter Law Society) chapters are constituent organizations sponsored by Brigham Young University and the J. Reuben Clark Law School. As such, they are included under the general Brigham Young University tax-exempt status (Tax ID Number 87-0217280). This inclusion was established by decision of the President's Council on 25 October 1993. A copy of the IRS letter granting BYU 501(c)(3) status is attached.

The _____ Chapter of the Law Society, currently headed by _____, is a recognized, active chapter of the Law Society, and as such is included under the university's 501(c)(3) status.

If you have further questions regarding this status, please contact me at the following:

Scott W. Cameron
404 JRCB
Brigham Young University
Provo, UT 84602
801-422-1407

For risk management and insurance concerns for an event venue, please contact the Managing Director of BYU Risk Management in the BYU Risk Management and Safety office at 801-378-4468.

Sincerely,

Scott W. Cameron
Associate Dean, J. Reuben Clark Law School
Executive Director, J. Reuben Clark Law Society

Enclosure.