

Taxes - Responsible for filing annual IRS forms 990 (return of organization exempt from income tax) and 990-T (exempt organization business tax return); multi-state corporate tax returns; quarterly New York State sales tax returns; and annual foreign tax filings. Responsible also for processing IRS W-9 forms (request for taxpayer identification number); multi-state sales tax exemption forms; and IRS 501 (c) (3) exempt status certificates.

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