

Internal Revenue Service
TEGE:RA:EOG-7887:GW
9350 Flair Dr, 2nd Fl
El Monte, CA 91731-2828

Department of the Treasury

Date: February 9, 2012

OKC PIA ASSOCIATION
[REDACTED]

P O BOX 94851
OKLAHOMA CITY, OK 73143

Employer Identification Number:
27-0434401

Person to Contact - Group #:
[REDACTED]

Contact Telephone Numbers:

626-312-3616 Phone

626-312-2926 Fax

Response Due Date:

March 2, 2012

Dear Sir or Madam:

We need more information before we can complete our consideration of your application for exemption. Please provide the information requested on the enclosed Information Request by the response due date shown above. Your response must be signed by an authorized person or an officer whose name is listed on your application. Also, the information you submit should be accompanied by the following declaration:

Under penalties of perjury, I declare that I have examined this information, including accompanying documents, and, to the best of my knowledge and belief, the information contains all the relevant facts relating to the request for the information, and such facts are true, correct, and complete.

If we approve your application for exemption, we will be required by law to make the application and the information that you submit in response to this letter available for public inspection. Please ensure that your response doesn't include unnecessary personal identifying information, such as bank account numbers or Social Security numbers that could result in identity theft or other adverse consequences if publicly disclosed. If you have any questions about the public inspection of your application or other documents, please call the person whose name and telephone number are shown above.

To facilitate processing of your application, please attach a copy of this letter to your response and all correspondence related to your application. This will enable us to quickly and accurately associate the additional documents with your case file. Also, please note the following important response submission information:

If we don't hear from you by the response due date shown above, we will assume you no longer want us to consider your application for exemption and will close your case. As a result, the Internal Revenue Service will treat you as a taxable entity. If we receive the information after the response due date, we may ask you to send us a new application.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,
[REDACTED]

Exempt Organizations Specialist

Enclosure: Information Request

OKC PIA ASSOCIATION

Additional Information Requested:

1. Please submit a copy of your Articles of Incorporation with the State endorsement or filing stamp on it.
2. Please state what the organization has been doing or describe the activities that have been carried out since the submission of your letter dated September 21, 2010.
3. Please provide copies of your current web pages from your website.
4. Have there been any changes in your officers/directors since the submission of your application? If yes, please explain and submit an updated listing of your current officers and directors.

If not, please confirm by answering "No" to this question.

5. Have you conducted or will you conduct rallies or exhibitions for or against any public policies, legislations, public officers, political candidates, or like kinds? If yes, please explain and provide the following for all the events you have conducted and will conduct for 2012 and 2013:
 - a. State the time, location, and content schedule of each rally or exhibition.
 - b. Provide copies of handouts you provided or will provide to the public.
 - c. The names of persons from your organization and the amount of time they have spent or will spend on the event. Indicate the name and amount of time they spent on the event. Indicate the name and amount of compensation paid or will be paid to each person. If you did not pay or will not pay anyone, then, indicated the event was or will be conducted by volunteers.
 - d. Indicate the percentage of time and resources you have spent or will spend conducting these activities in relation to 100% of all your activities.
 - e. Expense amounts incurred for these activities for 2010 and 2011.
 - f. Expense amounts to be incurred for these activities for 2012 and 2013.

If not, please confirm by answering "No" to this question.

6. Have any candidates running for public office spoken or will they speak at a function of your organization?
 - a. If so, provide the names of the candidates, the functions at which they spoke, any materials distributed or published with regard to their appearance and the event, any video or audio recordings of the event, and a transcript of any speeches given by the candidate(s).
 - b. Please indicate the percentage of time and resources you have spent or will spend conducting these activities in relation to 100% of all your activities.

If not, please confirm by answering "No" to this question.

7. Have you engaged or will you engage in business dealings with any candidate(s) for public office or an organization associated with the candidate, such as renting office space or providing access to a membership list? If so, describe the relationship in detail and copies of any contracts or other agreements documenting the business relationship.

If not, please confirm by answering "No" to this question.

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8. Have you attempted or will you attempt to influence the outcome of specific legislation? If so, please provide the following:
- Provide copies of all communications, pamphlets, advertisements, and other materials distributed by the organization regarding the legislation.
 - Provide copies of any radio, television, or internet advertisements relating to your lobbying activities
 - Please indicate the percentage of time and resources you have spent or will spend conducting these activities in relation to 100% of all your activities.

If not, please confirm by answering "No" to this question.

9. Do you directly or indirectly communicate with members of legislative bodies? If so, provide copies of the written communications and contents of other form of communications. Please include the percentage of time and resources you have spent or will spend conducting these activities in relation to 100% of all your activities.

If not, please confirm by answering "No" to this question.

10. Provide a detailed description of any and all political campaign and/or election activity that you have engaged in to date. In addition, provide the following:
- Copies of any and all materials you have published or distributed, in print, on-line or otherwise, expressing support or opposition to a candidate for public office.
 - Copies of any and all materials you have distributed with regards to any political campaign to date.

11. Are you associated with any other IRC 501(c)(3), 501(c)(4) or 527 organizations? If so, provide the following:
- Provide the name, employer identification number, and address of the organizations
 - Describe in detail the nature of the relationship(s).
 - Do you work with those organization(s) regularly? Describe the nature of the contacts.
 - List shared employees, volunteers, resources, office space, etc. with the organization(s).
 - Please indicate the percentage of time and resources you have spent or will spend conducting these activities in relation to 100% of all your activities.

If not, please confirm by answering "No" to this question.

12. Please state whether you provide any advocacy training to your members and to the general public. If yes, describe in detail your advocacy training and provide copies of any publications concerning such training.

13. Give detailed examples on how you will educate the public concerning key legislation and the positions of political candidates and elected officials on that legislation.

14. Please explain how you obtain the current legislatives information, both State and Federal, and the turn-around time to post on your website. Please state whether you have individuals stationed at the State/Federal capitol offices. If yes, please state whether the individuals are compensated or non-compensated.

15. Will the organization disburse or provide funding for rallies, public demonstrations, or class-action suits? If yes, please explain.

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16. Have you distributed or will you distribute materials or conduct other communications that are prepared by another organization or person? If so, provide the following:
 - a. Copies of materials and contents of communications
 - b. When and where the distribution has been conducted or will be conducted?
 - c. Who has distributed or will distribute the materials?
 - d. Please indicate the percentage of time and resources you have spent or will spend conducting these activities in relation to 100% of all your activities.

17. Regarding your activities involving the internet, please submit the following information:
 - a. Who selects the materials on your website and what are the criteria for making that selection? Please explain fully.
 - b. How does your website further your exempt purpose?
 - c. Is/will your website be copyrighted? If yes, in whose name will the copyright be held?
 - d. Who develop the website and has control over the data generated by the website? If third party involved, please submit a copy of the contract or agreement, which should clearly state who owns the data that is generated.
 - e. How does your organization's website differ from a regular commercial website?
 - f. Does your organization sell advertising on your website for commercial companies? If yes, please explain in detail and state the percentage of total annual gross receipts that you expect to derive from sale of such advertising.
 - g. Do you sell any products, etc. on your website for your organization? If yes, please explain in detail and list the products or types of products you sell.
 - h. State whether you receive a commission or percentage from the books sale and/or from amazon.com. If yes, state the amount or percentage of sales.

18. Describe in detail your Advocacy Training, and provide copies of any publications concerning such training.

19. Please provide the following information for your board of directors and officers:
 - a. Provide all copies of your corporate minutes from inception to the present.
 - b. Provide the titles, duties, work hours, and compensation amounts of your board members, officers, and employees. If they only work for a certain time yearly, bi-yearly, or quad-yearly, please provide the periods they had (have) worked and will work. Please identify your volunteers.
 - c. If you have a board member or officer who has run or will run for a public office, please describe fully. If none, please confirm by answering "None" to this question.

20. Are you a membership organization? If so, provide the following for your membership:
 - a. How many members do you have currently?
 - b. What does the memberships consist of? Are they mostly individuals? What is the percentage of the organizational members as they are part of the whole membership?
 - c. Provide member application/registration form
 - d. Provide membership agreement and rules that governs members.
 - e. Provide a membership fee schedule.
 - f. What are the membership requirements?
 - g. What services and benefits do you provide especially for members only?
 - h. What are the roles and duties of your members?
 - i. Provide copies of your website that your members can only access.

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21. Please explain for your fundraising activities and provide the following:
- a. Copies of all solicitations the organization has made regarding fundraising, including fundraising that occurs in an election year and non-election year.
 - b. Copies of all documents related to the organization's fundraising events, including pamphlets, flyers, brochures, and webpage solicitations.
 - c. How much of your organization's budget is spent on fundraising?
 - d. Regarding your sales of merchandise, provide a detailed list of the items you sell or plan to sell.
 - e. What are the sources of the fundraising expenses?
 - f. Please indicate the percentage of time and resources you have spent or will spend conducting these activities in relation to 100% of all your activities.

PLEASE DIRECT ALL CORRESPONDENCE REGARDING YOUR CASE TO:

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