

JULY 22, 2016

This is a weekly report from the HLAA national office in Bethesda, Maryland. Please also sign up for the [HLAA e-News](#) where even more news is published.

CHAPTERS

The deadline to file your chapter's annual report with the IRS has passed. The good news is that there is no financial penalty or fee for late filing. So please file late rather than not at all.

The IRS offers information and assistance on how to file if you need it. You can find that [here](#). In addition, some chapters have reported (and the IRS has acknowledged) problems with their website when filing. This is the guidance they offer:

What should I do if I'm having trouble with the Form 990-N electronic filing website?

If technical issues prevent you from registering or filing with the Form 990-N electronic filing system, try the suggestions below. If the problem still exists after trying all of the suggestions, contact IRS Customer Account Services at 877.829.5500.

Take the following steps to prevent problems during the registration and filing processes:

- **Refer to the Form 990-N Electronic Filing System (e-Postcard) [User Guide](#) for instructions.**
- **Close multiple browsers when registering.**
Errors may occur if you have additional Internet browsers open during the registration process. Please close other Internet browser windows.
- **Do not use a smartphone to register or file your Form 990-N.**
- **Use correct text characters when registering and filing.**
Ensure that you use only letters, numbers or a hyphen when entering text fields. This character limit does not apply to password fields. When choosing a password on the Security Profile page, use only letters, numbers, exclamation point (!), or pound sign (#). Also, you may use spaces when choosing a site phrase.
- **Check your spam/junk email folders.**
When registering or requesting a user identification reminder, check your junk/spam email folders for a response. The email may have been filtered out by your email program.
- **If you receive a "Registration Error, Unauthorized Access" warning** when you hit the SEND button while registering, be sure that you are not using a computer on a shared network. Please try to register on a non-networked computer.
- **If the suggestions above don't resolve the issue...** sign out of the filing system (if logged in), close all programs, shut down your computer, wait a minute,

restart your computer and try again. This step is required before calling the Customer Account Services line at 877.829.5500 for technical help.

For filing system and website issues, try everything above. If site issues are unresolved, call TE/GE Customer Accounts Services at 877.829.5500. A representative will file your Form 990-N information.

For more comprehensive information about filing requirements, along with other additional information, you can find it on the IRS website [here](#).

If you have any questions please don't hesitate to contact Valerie Stafford-Mallis at vstafford-mallis@hearingloss.org. She will do whatever she can to help make this process as smooth as possible for you!

WALK4HEARING

Thank You Thursday is here!

Thank You Thursday is our way to recognize, thank, and spotlight all those who have made the Walk4Hearing such a success. Every Thursday on the Walk4Hearing [Facebook](#) and [Twitter](#) ([#ThankYouThursday](#)) pages we will feature sponsors, volunteers, or anyone who has gone above and beyond for the Walk4Hearing. The support and dedication we receive from the community is second-to-none; our achievements are yours. If you know of someone who is deserving of such recognition for their hard work and dedication, please email [Ann Rancourt](#), the national Walk4Hearing coordinator.

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