
Nonprofit Law Resource Library

State-By-State Initial Compliance – Florida

Initial Filings for Florida Nonprofit Organizations

1. To Incorporate in Florida

Submit Articles of Organization to:

Department of State
Division of Corporations
PO Box 6327
Tallahassee, FL 32314

Non-Profit Info.: (850) 245-6052
General Inquiries: (850) 755-5111
Web Site: www.sunbiz.org
Filing Fee: \$35

2. To Obtain 501(c)(3) Tax-Exempt Status

Submit Form 1023, Application for Recognition of Exemption to:

Internal Revenue Service
P.O. Box 192
Covington, KY 41012-0192

Information: (800) 829-1040
Forms: (800) 829-3676
Web Site: www.irs.gov/charities
Filing Fee: \$750 (\$300 if revenues less than \$10,000/year)

3. To Obtain Florida Income Tax and Sales Tax Exemptions

Submit Form DR-5, Application for Consumer's Certificate of Exemption, with a copy of the IRS 501(c)(3) Determination Letter to:

Central Registration
Florida Department of Revenue
5050 W. Tennessee Street
Building E
Tallahassee, FL 32399-0100

Exemption Unit: (850) 487-4130
Fax on Demand: (850) 922-3676
Forms: (850) 488-8422
Web Site: dor.myflorida.com/dor/
Filing Fee: \$0

Note: Additional documents may be required with the filing, depending upon the type of non-profit organization seeking exemption. Refer to the DR-5 instruction booklet for details.