



## Fort Bend County Parks and Recreation Community Use Request Form

### COMMUNITY USE CRITERIA

Tax Exempt Entities which serve Fort Bend resident communities and can provide copies of their active 501(c)(3) tax-exempt designations are eligible to schedule and use community rooms and pavilions with use fees waived. Use shall be, up to a maximum of one use per month, during regular rental hours (Monday-Friday from 8:00 a.m. to 4:00 p.m.).

Schedules are subject to availability and management approval. Events/meetings must be booked at least 30 days out, and no more than 12 months out. Should significant set up be required, the County may require the entity requesting use to provide assistance necessary for room set up at the entity's own cost. The Authorized Representative for the entity must complete the FACILITY USE AGREEMENT & GUIDELINES prior to the Approval and must ensure that the event/meeting does not allow for more than 50 attendees.

Requests must be submitted by use of this Community Use Request Form, and will be reviewed/approved before any reservations are made. Staff will make every effort to notify applicant within five (5) business days of the determination, whether or not the request can be honored, and will follow-up with the appropriate rental documents. Questions regarding community Use Requests should be directed to the Parks Director at (832) 471-2583. Exceptions to the Community Use Criteria shall only be made by a waiver approved by Commissioners Court.

Entity requesting facility use: Girl Scout Troop 152998

Authorized Representative Name, Title: Mary Huong Pham, Co-leader

Term of Office (if applicable): \_\_\_\_\_

Contact Information (Phone, Email Address): \_\_\_\_\_ @gmail.

Organization Mailing Address: \_\_\_\_\_ Houston, TX 77098

Secondary Contact Name, Title: Sophie Huong Ta, Co-leader

Is your organization a federally-designated 501(c)(3)? yes

*If so, please attach a copy of your designation certificate with this request*

What is your organization's purpose? to serve the community, & build girls of courage, confidence, & character

Do you provide direct services to the citizens of the County, and if so, what are they?

yes, donations & service projects to churches of love, HHS, Sanctuary Foster Care, Meals on Wheels

Has your entity used County Parks facilities previously, and if so, when and for what sorts of functions?

yes, troop meetings

**Complete usage request chart on following page**

Date & Times Requested	Type of Function	Recurring? If so, frequency?	Est. # Attending	Room Preference & Equipment Required	Room Booked Tentatively	Firmed-up
1. Saturday	troop		20	meeting room		
2. Aug. 16	meeting					
3. 10am -						
4. 12pm						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						

Staff Use Only:

Approvals:

X: \_\_\_\_\_

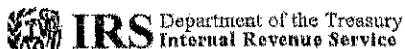
Date: \_\_\_\_\_

X: \_\_\_\_\_

Date: \_\_\_\_\_

Reservation agreement sent to client:

Date: \_\_\_\_\_



Department of the Treasury  
Internal Revenue Service  
P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0752778115  
Feb. 24, 2020 LTR 4168C 0  
74-6001254 000000 00

00018453  
BODC: TE

GIRL SCOUTS OF SAN JACINTO COUNCIL  
3110 SOUTHWEST FWY  
HOUSTON TX 77098-4508

021413

Employer ID number: 74-6001254  
Form 990 required: Yes

Dear Taxpayer:

We're responding to your request dated Oct. 12, 2020, about your tax-exempt status.

We issued you a determination letter in February, 1940, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at [www.irs.gov/forms-pubs](http://www.irs.gov/forms-pubs) or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m.,

0752778115  
Feb. 24, 2020 LTR 4168C 0  
74-6001254 000000 00  
00018454

GIRL SCOUTS OF SAN JACINTO COUNCIL  
3110 SOUTHWEST FWY  
HOUSTON TX 77098-4508

local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely yours,



Teri M. Johnson  
Operations Manager, AM Ops. 3