

Case Memorial Library

176 Tyler City Rd.

Orange, CT 06477

Phone: 203-891-2170

Fax: 203-891-2170

Email: rooms@casememorallibrary.org

Proof of Nonprofit Status

1. If you are a 501 – attach a copy of your IRS Letter.
2. If you do not have 501 status, please provide a copy of the following documents:
 - a. Organizations bylaws and mission statement;
 - b. List of Board Officers;
 - c. Minutes of your most recent meeting;
 - d. Minutes of your annual meeting; and
 - e. Annual treasury report.

Local groups who cannot provide the aforementioned documents may apply for Library approval of non-profit status. Groups must submit a request for approval of non-profit status and meet the following criteria:

- a. Member applicant must show proof of Orange, CT residency
- b. The organizational goals and mission statement must align with the Case Memorial Library mission statement
- c. The group must be open and welcoming to the public

Case Memorial Library Mission Statement

The mission of the Case Memorial Library is to play a pivotal role in meeting the informational, educational and cultural needs of the community and to encourage literacy and lifelong learning. Towards this mission, the library provides and organizes information both historical and current through a varied collection of print and non-print materials and electronic technologies. The library shall provide skilled and dedicated staff responsive to our patrons' requests, thus enabling them to access and use the best information available. The library is also strongly committed to offer support for outreach, diversified programs and activities for all ages.

Note:

1. There shall be no admission charge to any meetings or events.
2. All meetings must be open to the public.
3. No sales may be conducted on library premises except at library-sponsored events.