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## League Eligibility/Information Needed for Registration

Below is a detailed list of all the information you will need to have ready when registering for the program. Please read this list carefully and ensure all information is accurate and up to date. Much of this information can be found on your [Little League® Data Center](#) page.

### Checklist for leagues under Little League's Group Exemption Number (G.E.N.)

Your league will fall into this category if it operates under Little League's group tax exemption.

**League ID**

- As it appears in the Little League Data Center

**League Name**

- As it appears in the Little League Data Center

**League Business Name**

- As it appears on federal tax returns

**Electronic copy of your League's Most Recent Tax Return**

- Form 990, 990-EZ, or 990-N from 2019 or 2020 (pdf or jpg)

**Voided Check**

- You will need to attach a copy of a voided check (pdf or jpg)
- Please write VOID across the check but ensure the account information is visible

**League Tax ID Number (E.I.N.)**

- As it appears on federal documents

**League Address**

- This should be the mailing address for a League President
- Cannot be a P.O. Box

**Primary Contact**

The Primary contact will be the only person with admin access to your league's fundraising page.

- Name
- Role in Organization (Primary contact must be League President, Vice President, Treasurer, or Secretary.)
- Email
- Phone
- Address

**Secondary Contact Information**

The Secondary Contact will not have admin access, but may be contacted by Little League International or Stack Raise, should questions arise during or after the campaign.

- Name
- Role in Organization (Secondary contact must be League President, Vice President, Treasurer, or Secretary.)
- Email
- Phone
- Address

## Checklist for leagues not under Little League's Group Exemption Number (G.E.N.)

Your league will fall into this category if it has non-profit status, but it is **not** through Little League's G.E.N., or if your league does not have a non-profit status in good standing.

### **League ID**

- As it appears in the Little League Data Center

### **League Name**

- As it appears in the Little League Data Center

### **League Business Name**

- As it appears on federal tax returns

### **Electronic copy of your League's Most Recent Tax Return**

- Form 990, 990-EZ, or 990-N from 2019 or 2020 (pdf or jpg)

### **Voided Check**

- You will need to attach a copy of a voided check (pdf or jpg)
- Please write VOID across the check but ensure the account information is visible

### **League Tax ID Number (E.I.N.)**

- As it appears on federal documents

### **Letter of Determination**

- You will need to attach a copy of your Letter of Determination or Affirmation if your league is not under the Little League International group tax exemption.
- Please note that if your league is not currently tax-exempt under 501(c)(3), you may be eligible to obtain tax-exempt status under Little League's Group Exemption Number (G.E.N.). For more information, visit [LittleLeague.org/TaxExempt](http://LittleLeague.org/TaxExempt) or contact [support@LittleLeague.org](mailto:support@LittleLeague.org)

### **League Address**

- This should be the mailing address for a League President
- Cannot be a P.O. Box

### **Primary Contact**

The Primary contact will be the only person with admin access to your league's fundraising page.

- Name
- Role in Organization (Primary contact must be League President, Vice President, Treasurer, or Secretary.)
- Email
- Phone
- Address

### **Secondary Contact Information**

The Secondary Contact will not have admin access, but may be contacted by Little League International or Stack Raise, should questions arise during or after the campaign.

- Name
- Role in Organization (Secondary contact must be League President, Vice President, Treasurer, or Secretary.)
- Email
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