

Get started today! Contact Catherine Long at 717-285-3022 or email Catherine_Long@acsi.org 731 Chapel Hills Drive, Colorado Springs, CO 80920



Children's Tuition Fund of Pennsylvania Scholarship Partners, LLC

Individual Member Eligibility

- 1. Work for a business or own a business (but not a sole proprietor)
- 2. Does not work for a non-profit or a government entity (possible exceptions)
- 3. Has a minimum tax liability of at least \$1,000 each year
- 4. Minimum commitment level is \$1,000 for each year
- 5. Commits to participate and contribute for 2 years
- 6. Signs a Joinder Agreement by the closing date

What Do I Do Now?

First Year

- 1. Determine your Personal Tax Liability (PA-40)
- 2. Review and Sign the Operating Agreement/Joinder
- 3. E-mail the signed Operating Agreement to Catherine_Long@acsi.org
- 4. Contribution is Due when the state approves the SPE application (check with us)
- 5. Receive a K-1 Tax Form from CTF of PA Scholarship Partners, LLC, and give to your tax preparer or accountant.

Second Year

- 1. Review and Sign Contribution Agreement
- 2. Email Agreement to CTF of PA Scholarship Partners, LLC
- 3. Contribution Due by closing date
- 4. Receive a K-1 Tax Form from CTF of PA Scholarship Partners, LLC, and give to your tax preparer or accountant.

For more information contact Children's Tuition Fund of PA

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