

# Minnkota Recycling

## Tax-Exempt Qualified Organization Registration

A tax-exempt qualified organization that wishes to receive revenues through recycling must complete this registration form so that Minnkota Recycling can activate the account at our recycling centers.  
Confirmation will be sent via mail.

*- Please print clearly -*

Tax – Exempt Qualified Name:		
Address:		
City:	State:	Zip:
Web Site:		
Contact Person:		
Contact Phone:		
Email Address:		
Tax-Exempt Under Section (see item 5 below):		
U.S. Treasury Department Charitable Organization Number (if applicable)		
Authorized Signature:		
Title:	Date:	

**Mail or Email Registration Form to:  
Minnkota Recycling, Attn: Amanda Berg  
PO Box 1864, Fargo, ND, 58107-1864  
Phone: 701-293-8428 | Email: [accounting@minnkota.biz](mailto:accounting@minnkota.biz)**

Minnkota Recycling’s Policy regarding the donations of aluminum beverage cans and/or select sorted recyclables on behalf of Qualified Tax Exempt Organizations:

1. Aluminum Recycling Center Personnel will only accept aluminum beverage cans and select sorted recyclables on behalf of qualified organizations that have completed a registration process.
2. Commodity prices are paid at street published prices at the time of the transaction date.
3. Revenues disbursed to all Qualified Registered Organizations will be made on a calendar quarterly basis.
4. A Qualified Registered Organization must have a calendar quarterly donation total equal to \$5.00 for a disbursement to occur, if the sum total is not \$5.00, the sum will be held for disbursement for the next business quarter along with additional proceeds earned or accrued.
5. A Qualified Registered Organization must be a tax exempt organization as defined under section 501(c)3 or section 501(a) of the Internal Revenue code. Please reference IRS Publication 557.

The above policies are intended to encourage tax-exempt organizations to generate revenues through recycling. Qualified Registered Organizations that effectively utilize their resources will benefit from this program. We suggest notifying your contributors by using your periodical publications of this potential revenue source.

Office Use Only	Date Received:	Processed by:
	Account # Assigned:	Date Notified: