e-Postcard: file your electronic IRS Form 990-N

File your electronic Form 990-N (e-Postcard).
Click here for more information on who must file Form 990-N (e-Postcard).

NOTICE: If you are a subordinate organization, be sure to use your own employer identification number (EIN). Do not use the EIN of your parent organization or another subordinate organization.

This system automatically generates the 990-N (e-Postcard) for the organization’s most recently ended tax period and will not allow the filing of a prior year e-Postcard. Although filing a prior year e-Postcard is not required by the IRS, a prior year e-Postcard may be filed for a fee through other IRS approved online providers. Click here for a list of IRS approved providers.

STEP 1: Register as a New User
To file Form 990-N (e-Postcard), you must register and obtain a login ID. Click the link above to request a login ID. If you already have a login ID, either recently created or from a previous year, go to Step 2.

STEP 2: Create your Form 990-N (e-Postcard)
Once you have a login ID, you can access the system and create your e-Postcard. Click the link above to begin the process.

STEP 3: Submit your Form 990-N (e-Postcard)
Once you complete your e-Postcard, click the “Submit Filing to IRS” button.
Request Login ID

You need a login ID and password to electronically file your organization's IRS Form 990-N (e-Postcard).

**Exempt Organizations:** If you are filing or assisting someone who is filing, you will need the organization's employer identification number (EIN). The EIN is a 9-digit number with the following format (xx-xxxxxxx). When you enter the EIN on the next page, the system will create your login ID based on the organization's EIN. The login ID will be the EIN (without the dash) plus a two digit number (i.e. xxxxxxxx01). Your login ID will never change. If another user requests a login ID for the same EIN, the last two digits of his or her login ID will be different (i.e. xxxxxxxx02, xxxxxxxx03, etc.).

**Preparers:** If you are a professional preparer or you are assisting more than one organization, you can request one "Preparer" login ID that allows you to submit Forms 990-N (e-Postcards) on behalf of multiple exempt organizations. After you select "Preparer" on the next page, you will be prompted to enter your personal login ID. Your login ID will not be based on the EIN of an organization.

Once you have completed the login ID request process, you will receive an email containing an activation link. Click on the link to activate (and use) your login ID. The e-Postcard website will **not** recognize your login ID until you activate it through the email link.

Questions or problems regarding this website should be directed to Tech Support.
Concerned about your privacy? Please view our privacy policy.
This website is best viewed with Microsoft Internet Explorer 5.5+ or Mozilla Firefox with a screen resolution of 1024 X 768.
Last modified: April 18, 2011.
Request Login ID

Please select Exempt Org or Preparer:  (for a definition of the two login ID types, return to the previous page.)

Login ID Type:  
Exempt Organization

Organization EIN

If you are a subordinate organization, be sure to enter your own EIN. Do not enter the EIN of your parent organization or another subordinate organization.

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Please enter the following information and then click the 'Next' button (All fields are required.)

Login ID Type: Exempt Organization
Login ID:
Organization Name:
Password: NOTE: Password must be between 6 and 15 characters and is case sensitive.
Verify Password:
First Name:
Last Name:
Email Address:
Verify Email Address:
Daytime Phone:

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Last modified: April 18, 2011.
The following login ID was successfully created:

Login ID: 
Name: 
Email: 
Organization: INSTITUTE OF INDUSTRIAL ENGINEERS INC

Name should auto-fill based on IRS records

Activating Your Login ID.

You will receive an email containing a link that will allow you to activate your login ID and create your e-Postcard.

IMPORTANT: If the email account above has a spam filter, please ensure that the filter allows emails from epostcard@urban.org.

Close your browser now and activate your login ID through the link in the activation email.
Edita,

This email allows you to activate your login ID so that you can use the Form 990-N system. You will not be able to use the Form 990-N system until you have activated your login ID. The following is your Form 990-N login ID information:

Login ID: [REDACTED]
Name: Edita Maya
Organization: INSTITUTE OF INDUSTRIAL ENGINEERS INC Login Type: Exempt Org

Click the link below to activate your login ID. (Note if your email program does not display the web page as a link, copy the whole link text and paste it into your browser’s address box.)

https://epostcard.form990.org/frmAdminLoginActivate.asp?A=Y629305w850073qBw

IMPORTANT: You should close any open browser windows before you click this link.

Contact technical support if you have any questions

Form 990-N Technical Support Team
e-mail: epostcard@urban.org
Phone (toll free): 866-255-0654
Activate Login ID

If the information below is correct, enter your password and click the Next button. If the information is not correct, contact Tech Support.

User Name: [obscured]
Login ID: [obscured]
Login Type: Exempt Org
Org Name: INSTITUTE OF INDUSTRIAL ENGINEERS INC

Password: [blank]

Note: Your password is case sensitive.

Next >>

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This website is best viewed with Microsoft Internet Explorer 5.5+ or Mozilla Firefox with a screen resolution of 1024 X 768.
Last modified: April 18, 2011.
Activate Login ID (Success)

Congratulations, your login ID has been activated.

Login Information:

Login ID: [Redacted]
Password: [Redacted]
Name: [Redacted]
Organization: INSTITUTE OF INDUSTRIAL ENGINEERS INC
Email: [Redacted]

*If you choose to print this page, please make sure that you keep it in a secure location that cannot be accessed by others.*

Create your Form 990-N (e-Postcard) Now

Return to Home Page

Questions or problems regarding this web site should be directed to Tech Support. Concerned about your privacy? Please view our privacy policy. This website is best viewed with Microsoft Internet Explorer 5.5+ or Mozilla Firefox with a screen resolution of 1024 X 768. Last modified: April 18, 2011.
Verify Filer information

Edita, welcome back to the e-Postcard website. Our records indicate that it has been at least 6 months since you last verified your Login information for our website. In order to ensure that we are able to send your e-filing receipt to the proper email address, we would like to request that you verify that the following information is still correct:

Organization:
INSTITUTE OF INDUSTRIAL ENGINEERS INC

Login ID:

Name:

Email Address:

Phone:

If the information above is correct, please click the button labeled **Yes, my information is correct** below. If the information is not correct, please click the **No, I need to update my information** button below. If this is not you, and you need to create your own login ID for this organization, please click the **No, I need my own Login ID** button below.

- Yes, my information is correct. Let me proceed
- No, I need to update my information before I proceed
- No, I need my own Login ID before I proceed

Questions or problems regarding this website should be directed to **Tech Support**.

Concerned about your privacy? Please view our **privacy policy**.

This website is best viewed with Microsoft Internet Explorer 5.5 or Mozilla Firefox with a screen resolution of 1024 x 768.
For the tax year period beginning [ ] and ending [ ].

Has your organization terminated or gone out of business? Enter NO
Are your gross receipts normally $50,000 or less? Enter Yes

Organization's legal name - Line 1
Organization's legal name - Line 2
Employer identification number (EIN)

Questions or problems regarding this website should be directed to Tech Support. Concerned about your privacy? Please view our Privacy Policy.
Website last modified on: November 23rd, 2010.
Electronic Notice - Form 990-N (e-Postcard) Organization Address and Principal Officer Information Page

C Organization's legal name:

C If your organization conducts business using another name (dba), enter other name:
   DBA name
   DBA name - continued

C In Care of Name

C Organization's mailing address:
   Country
   Number and street (or PO Box) - Line 1
   Number and street (or PO Box) - Line 2
   City or town
   State
   Zip code

C Organization's website address, if applicable
Form 990-N (e-Postcard) Submitted

INSTITUTE OF INDUSTRIAL ENGINEERS INC

2010 IRS Form 990-N (e-Postcard)
7/1/2010 - 6/30/2011

Congratulations, your Form 990-N (e-Postcard) has been submitted to the IRS.

Once the IRS receives and processes your e-Postcard (usually within 30 minutes), you will receive an email indicating whether your e-Postcard was accepted or rejected. If accepted, you are done for the year. If rejected, the e-filing receipt email will contain instructions on how to correct the problem.

Log out  Go To Filing Status Page

Questions or problems regarding this web site should be directed to Tech Support
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Last modified: April 18, 2011.