

Application for Shared Space Tenancy

at

Third Sector New England's NonProfit Center

89 South Street, Boston, MA 02111-2680

The mission of Third Sector New England's NonProfit Center is to foster collaboration, enhance organizational stability and further build the power of Boston-based third sector organizations committed to progressive social change. We believe that together our net contribution to society and our individual contributions to our organizations are greater than what we can achieve alone. We value working in an environmentally sustainable facility. We value working in a community of organizations that support each other both philosophically and in daily practice.

To be considered for tenancy in the NonProfit Center's Shared Space Community, organizations must complete the following application.

A. General Information

Organization Name: _____

Corporate Name (if different): _____

Address: _____

Exec. Director/CEO _____

Contact Person _____

Phone () _____ Fax () _____ Email: _____

B. Organizational Profile

When was your organization incorporated?

If not incorporated, please provide corporate, financial, and contact information about your fiscal sponsor.

What is your organization's mission?

Describe your organization's potential for having a significant impact in the NonProfit Center Shared Space Community.

Describe how your organization has demonstrated its commitment to diversity, internally and in your work with others.

C. Financial Information and Required Documents

Please attach the following documents for review:

1. Current Internal Revenue Service Form 990
2. One of the most recent annual audits, or if not audited, most recent financial statements
3. Most recent Annual Report, if available
4. List of current officers and board of directors
5. Brochure and/or other promotional materials

Please indicate below the nature and extent of any unrelated business income activities you currently engage in or expect to engage in during the term of your lease.

D. Space Needs

Please state date (month and year) you wish to begin your tenancy:

Please state the space (number of workstations and/or number of offices) you require:

Please note that tenants of our Shared Space have access to common meeting rooms, programs and services offered to other tenants in the NonProfit Center.

Signature

Title

Printed Name

Please return completed application to:

Jackie Cefola
Third Sector New England's NonProfit Center
89 South Street, Floor 7
Boston, MA 02111