## Form **990-EZ**

## Short Form Return or Organization Exempt From Income Tax Under section 501(c) of the Internal Revenue Code (except black lung benefit trust or private foundation) or section 4947(a)(1) nonexempt charitable trust For organizations with gross receipts less than \$100,000 and total assets less than \$250,000 at the end of the year. The organization may have to use a copy of this return to satisfy state reporting requirements.

1997 This Form is Open to Public Inspection

OMB No. 1545-1150

Department of the Treasury Internal Revenue Service

A F	or 1997	calendar year, OR tax year beg. , 1997, & end.			, 19
	heck if:		ode D Employ	yer identif	lcation number
7 0	hange of	use IRS HTML WRITERS GUILD, INC	58-22	58880	
	nitial retu	12067-01	E State r	egistratio	number
-	inal retu	type.		-	
<b>→</b> `	mended	Specific CARMET, WALLEY CA 93924-2407	F Check	▶ if e	cemption
	required			tion is pen	
	or state				roup exemption
	eporting.	) ing method:  ☐ Cash ☐ Accrual ☐ (specify) ►		r (GEN)	oup exemption
					mpt charitable trust
		ection 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts i			•
		if organization's gross receipts are normally not more than \$25,000. Organization in			
		a Form 990 Package in the mail, the organization should file a return without financial			
	Enter the	e organization's 1997 gross receipts (add back lines 5b, 6b, and 7b, to line 9)			,859.
	SOCIETY OF THE	If \$100,000 or more, the organization must file Form 990 inste			
Pi	art I	Revenue, Expenses, and Changes in Net Assets or Fund Balance			
	1	Contributions, gifts, grants, and similar amounts received (attach schedule of contribu		1	1,760.
	2	Program service revenue including government fees and contracts		2	25.060
	3	Membership dues and assessments		3	35,860.
	4	Investment income		4	171.
	5a	Gross amount from sale of assets other than inventory			
	b	· · · · · · · · · · · · · · · · · · ·			
R	C	Gain or (loss) from sale of assets other than inventory (line 5a less line 5b) (attach sch	edule)	5c	
R E V	6	Special events and activities (attach schedule):			
Ė	a	Gross revenue (not including \$ of contributions			
Ü		reported on line 1)			
E	b	Less: direct expenses other than fundraising expenses			
	С	Net income or (loss) from special events and activities (line 6a less line 6b)		6c	
	7a	Gross sales of inventory, less returns and allowances			
	b	J			
	С	, , , , , , , , , , , , , , , , , , , ,		7c	
	8	Other revenue (describe ► MISCELLANEOUS INCOME	)	8	68.
	9	<b>Total revenue</b> (add lines 1, 2, 3, 4, 5c, 6c, 7c, and 8)		9	37,859.
	10	Grants and similar amounts paid (attach schedule)		10	
E	11	Benefits paid to or for members		11	
EXPE	12	Salaries, other compensation, and employee benefits		12	
	13	Professional fees and other payments to independent contractors		13	1,852.
N S	14	Occupancy, rent, utilities, and maintenance		14	
N S E S	15	Printing, publications, postage, and shipping		15	1,395.
3	16	Other expenses (describe►Stmt Attchd	)	16	5,232.
_	17	Total expenses (add lines 10 through 16)		17	8,479.
	18	Excess or (deficit) for the year (line 9 less line 17)		18	29,380.
NET	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree			
Ë	<u> </u>	end-of-year figure reported on prior year's return)		19	
۱ أ	20	Other changes in net assets or fund balances (attach explanation)		20	22 200
	21	Net assets or fund balances at end of year (combine lines 18 through 20)	<u></u>	21	29,380.
P	art II	Balance Sheets If Total assets on line 25, column (B) are \$250,000 or more	, file Form 990 inst	ead of For	n 990-EZ.
		(000 0000000000000000000000000000000000	(A) Beginning of ye		(B) End of year
		savings, and investments		22	28,874.
		and buildings		23	EE0
		assets (describe ►ADVANCE)		24	558.
25	Total a	assets		25	29,432.
		labilities (describe►)		26	29,432.
		sets or fund balances (line 27 of column (B) must agree with line 21)			orm <b>990–EZ</b> (1997)
		work Reduction Act Notice, see page 1 of the separate instructions.		F	лит <b>ээч-г-с</b> (1997)
CAA	. 7	990EZ12 NTF 12650			

Form 990-E2	Z(1997) HTML WRITF GUILD,	INC		58-	2258	880	Page 2
	Statement of Program Service Accor		pecific Instructions o	n pg. 32.)		Expense	98
	organization's primary exempt purpose? DEVEL				1 ' '	uired for 50 (4) organiz	. , , ,
	at was achieved in carrying out the organization's			anner,		(4) Olganiz 4947(a)(1)	
	services provided, the number of persons benefit					nal for oth	
28 NON					T	<del>"</del>	<del></del> -
			<del></del>				• -
-		(Grar	nte \$		28a		
29		(Grai	πο φ				
25							
		/0	A	<del></del> ,	29a		
		(Grar	115 \$	)	250		
30							
		(Gran		)	30a		
	ogram services (attach schedule)				31a		
32 Total pr	ogram service expenses (add lines 28a through				32		
Part IV	List of Officers, Directors, Trustees,	and Key Employee			nsated, Se	e Specific Ins	st. on pg. 32.)
		(B) Title & average	(C) Compensation (If not paid,				xpense unt and
	(A) Name and address	hours per week devoted to position	enter -0)	employee t & defer	red comp.		ilowances
Stmt	Attchd						
				<u> </u>			
				<del></del>		<del></del>	
505-100000 00 A 10-70							Yes No
Part V	Other Information (See Specific Instruction						
	ganization engage in any activity not previously re						X
	ry changes made to the organizing or governing documents						X
	organization had income from business activities, s					NOT	
reporte	ed on Form 990-T, attach a statement explaining y	our reason for not repor	ting the income on	Form 990-	Т.		
a Did or	ganization have unrelated bush, gross income of s	\$1,000 or more or 6033(e	e) notice, reporting,	& proxy tax	requirer	ments?.	X
<b>b</b> If "Yes	," has it filed a tax return on Form 990-T for this y	ear?					N/A
36 Was th	nere a liquidation, dissolution, termination, or subs	tantial contraction during	the year? (If "Yes,"	attach a st	atement.	)	X
	amount of political expenditures, direct or indirect,						
	e organization file Form 1120-POL for this year? .						X
	e organization borrow from, or make any loans to,						
made	in a prior year and still unpaid at the start of the p	eriod covered by this retu	urn?				X
	;" attach the schedule specified in the line 38 instr			38b			
	(7) organizations Enter: a Initiation fees and ca			39a			
	receipts, included on line 9, for public use of club			39b			
				-			
	(3) organizations Enter: Amount of tax impose	d duning the year under.					
	4911 > ; section 4912		; section 4955			J	X
	s) and (4) organizations, Did organization engage in any se				асл ап ехр	ianation	
C Enter:	Amount of tax imposed on the organization mana	gers or disqualified pers	ons during the year	under	<b>.</b>		
sectio	ns 4912, 4955, and 4958				∵ ౖื—		
	Amount of tax in 40c, above, reimbursed by the c				▶		
	e states with which a copy of this return is filed.						
	ooks are in care of ▶ ANN NAVARRO		Telephone no.► _				
		RMEL VALLEY C		!P+4 ▶ _	9392	4	
43 Section	n 4947(a)(1) nonexempt charitable trusts filing Fo	rm 990-EZ in lieu of For	m 1041 Check h	iere 🕨	_		
and e	ntor the amount of tay-exempt interest received of	r accrued during the tax	vear	. ▶   43			
	Under penalties of perjury, I declare that I have examined and belief, it is true, correct, and complete. Declaration of				nd to the t	est of my kn	iowledge vledge.
Please	and belief, it is true, correct, and complete. Declaration of (See General Instruction U, page 10.)	i preparer (other than othicer)				,	-
Sign			<b>k</b>				
Here	Signature of officer	Date	Type or print n	ame and t	itle.		
	Signature of officer		ate	Check if s		Preparer's	SSN
Paid	Preparer's	U	are	employed		. Topalers	
Preparer's	signature	T C				14778	98
Us <b>e Only</b> CAA	Firm's name (or yours ARNOLD & HII		TOTE 100			<u> </u>	
7 990EZ12	if self-employed) 2801 BUFORD	HIGHWAY, SU	ITE 180	ZIP + 4			
NTF 12651	and address ATLANTA, GA			3032	J		

## SCHEDULE A (Form 990)

## Organization Exempt Under Section 56.,c)(3)

(Except Private Foundation) and Section 501(e), 501(f), 501(k), 501(n), or Section 4947(a)(1) Nonexempt Charitable Trust

Supplementary Information

See separate instructions.

1997

OMB No. 1545-0047

Department of the Treasury Internal Revenue Service

▶ Must be completed by the above organizations and attached to their Form 990 or 990-EZ

Employer Identification number Name of the organization 58-2258880 INC HTML WRITERS GUILD, Compensation of the Five Highest Paid Employees Other Than Officers, Directors, and Trustees Part I (See instructions on page 1. List each one. If there are none, enter "None.") (e) Expense (d) Contributions to (a) Name and address of each employee paid more (b) Title and average hours account and empl. benefit plans & (c) Compensation per week devoted to position than \$50,000 deferred compensation other allowances NONE NONE Total number of other employees paid over \$50,000. Compensation of the Five Highest Paid Independent Contractors for Professional Services Part II (See instructions on page 1. List each one (whether individuals or firms). If there are none, enter "None.") (c) Compensation (a) Name and address of each independent contractor paid more than \$50,000 (b) Type of service NONE NONE NONE

professional services . . .

Total number of others receiving over \$50,000 for

`obo	HTML Wildule A (Form 990) 1997	RITE GUI	LD, INC		58-225	58880 Page <b>3</b>
_	t IV-A Support Schedu		if you checked a box on instructions for converti			accounting.
alen	dar year (or fiscal year beginning in)	(a) 1996	(b) 1995	(c) 1994	(d) 1993	(e) Total
5	Gifts, grants, and contributions received. (Do not include unusual grants. See line 28.)	(4)		,		
16	Membership fees received					
17	Gross receipts from admissions, merchandise sold or services performed, or furnishing of facilities in any activity that is not a business unrelated to the organization's charitable, etc., purpose					
18	Gross income from interest, dividends, amounts received from payments on securities loans (section 512(a)(5)), rents, royalties, and unrelated business taxable income (less section 511 taxes) from businesses acquired by the organization after June 30, 1975					
19	Net income from unrelated business activities not included in line 18		,			
20	Tax revenues levied for the organization's benefit and either paid to it or expended on its behalf					
21	The value of services or facilities furnished to the organization by a governmental unit without charge. Do not include the value of services or facilities generally furnished to the public without charge.					
22	Other income. Attach a schedule. Do not include gain or (loss) from sale of capital assets					
23	Total of lines 15 through 22					
24	Line 23 minus line 17					
25	Enter 1% of line 23				<u> </u>	_
26	Organizations described in II		a Enter 2% of amount		0000	6a
b	Attach a list (which is not oper					
	person (other than a governme	ental unit or publicly	supported organization)	whose total gifts for 1	1993	0.1
	through 1996 exceeded the ar	mount shown in line	26a. Enter the sum of all	these excess amount	ts ▶ 2	6b
						C-
	Total support for section 509(a					6c
d	Add: Amounts from col. (e) for		19 26b			6d
		22				6e
e	Public support (line 26c minus					6f %
<u> </u>	Public support percentage (I		divided by line 26c (d	enominator))		<u> </u>
27	Organizations described on attach a list to show the name for each year:	line 12: a Fo	or amounts included in its received in each year	from, each "disqualifie	ed person." Enter the	m a "disqualified person," e sum of such amounts
	(1996)	(1995)	(1	994)	(1993)	
b	For any amount included in lir for each year, that was more t in lines 5 through 11, as well a (1) or (2), enter the sum of the	ne 17 that was received than the larger of (1) as individuals.) After use differences (the e	red from a nondisqualified the amount on line 25 f computing the difference excess amounts) for each	ed person, attach a list or the year or (2) \$5,0 a between the amoun n year:	t to show the name 00. (Include in the li t received and the la	of, and amount received st organizations described arger amount described in
	(1996)	(1995)	(1	994)	(1993)	
	(,	()				

	(1996)	(1995)	(1994)	(1993) _	
С	Add: Amounts from col. (e) for lines:	15	16	,	
	17	20	21	<b>►</b> 270	>
ч	Add: Line 27a total	and line 27b total		▶ 270	
_	27a total			▶ 276	9
е	Public support (line 27c total minus	ine 27d total)	1075	320000	
f	Total support for section 509(a)(2) te	est: Enter amount on line 23, col. (	e). ► 271 \$		
~	Public support percentage (line 27	'a (numerator) divided by line 27	f (denominator))	▶ 279	%
9	Public support percentage (line 27	e (Hullierator) divided by line 2:			
h	Investment Income percentage (III	ne 18. column (e) (numerator) di	vided by line 2/f (denominator)).	2/1	· · · · · · · · · · · · · · · · · · ·

Unusual Grants: For an organization described in line 10, 11, or 12 that received any unusual grants during 1993 through 1996, attach a list (which is not open to public inspection) for each year showing the name of the contributor, the date and amount of the grant, and a brief 28 description of the nature of the grant. Do not include these grants in line 15. (See instructions on page 4.)

Page 4

Schedule A (Form 990) 1997

Part V
Private School Questionnaire (See instructions on page 4.)

(To be completed ONLY by schools that checked the box on line 6 in Part IV)

			Yes	No
	Does the organization have a racially nondiscriminatory policy toward students by statement in its charter, bylaws, other			
	governing instrument, or in a resolution of its governing body?	29		
	Does the organization include a statement of its racially nondiscriminatory policy toward students in all its brochures,			
	catalogues, and other written communications with the public dealing with student admissions, programs, and			
	scholarships?	30	\$	
	Has the organization publicized its racially nondiscriminatory policy through newspaper or broadcast media during the			
	period of solicitation for students, or during the registration period if it has no solicitation program, in a way that makes	0.4		
	the policy known to all parts of the general community it serves?	31		
	If "Yes," please describe; if "No," please explain. (If you need more space, attach a separate statement.)			
	Does the organization maintain the following:	20-		
	Records indicating the racial composition of the student body, faculty, and administrative staff?	32a		
b	Records documenting that scholarships and other financial assistance are awarded on a racially nondiscriminatory	206		
	basis?	32b		<b></b> -
С	Copies of all catalogues, brochures, announcements, and other written communications to the public dealing with	20-		İ
	student admissions, programs, and scholarships?	32c		
d	Copies of all material used by the organization or on its behalf to solicit contributions?	32d	**********	
	If you answered "No" to any of the above, please explain. (If you need more space, attach a separate statement.)			
	Does the organization discriminate by race in any way with respect to:			
		00-		
a	Students' rights or privileges?	33a	-	
L		33b		
D	Admissions policies?	330		
_	<b>7</b>	33c		
С	Employment of faculty or administrative staff?	330		
		33d		
a	Scholarships or other financial assistance?	334		<del> </del>
		33e		
е	Educational policies?	336		<del>                                     </del>
		33f		
Ţ	Use of facilities?	331		+-
		330		
g	Athletic programs?	33g		
		33h		
h	Other extracurricular activities?	3311		
	the state of the s			
	If you answered "Yes" to any of the above, please explain. (If you need more space, attach a separate statement.)			
		- [		
		-		
		_ \$6000000	140000000000	3200000
_	n and a second side of	34a		
а	Does the organization receive any financial aid or assistance from a governmental agency?	3.40	+	+
L	Health and interest the right of over hear reveled or supported?	34b		
D	Has the organization's right to such aid ever been revoked or suspended?		8.00	
	If you answered "Yes" to either 34a or b, please explain using an attached statement.			
	and the second s	100000000	100000000	50 <b>k</b> 0000000 (\$
	Does the organization certify that it has complied with the applicable requirements of sections 4.01 through 4.05 of Rev. Proc. 75–50. 1975–2 C.B. 587, covering racial nondiscrimination? If "No," attach an explanation	35	1	1

CAA

Pa		ing Expenditures to completed ONLY by an	by Electing Public eligible organization that			ctions on pag	je 6.)	
Che		ne organization belongs t		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				
	<b>⊢</b>	ou checked "a" above a	= :	isions apply.				,
	- L. L	Limits on Lobbyir				(a Affiliated tota	group	(b) To be completed for ALL electing
	(The te	erm "expenditures" mean	s amounts paid or incur	red.)		1016	<b>1</b> 3	organizations
36	Total lobbying expend	itures to influence public	opinion (grassroots lobb	bying)	36			
37	Total lobbying expend	itures to influence a legis	lative body (direct lobby	ving)	37			
38	Total lobbying expend	itures (add lines 36 and :	37)		38			
39	Other exempt purpose	e expenditures			39			
40	Total exempt purpose	expenditures (add lines	38 and 39)		40			
41	Lobbying nontaxable a	amount. Enter the amour	t from the following table	e				
	If the amount on line		ne lobbying nontaxable	_				
		20						
		t over \$1,000,000 \$1		l l	44			
		ot over \$1,500,000 . \$1		l l	41			
		ot over \$17,000,000 \$2		i				
40	Over \$17,000,000		,000,000		40			
		amount (enter 25% of li			42		0.	0.
		ine 36. Enter -0- if line 4			44		0.	0.
44	Subtract line 41 from I	ine 38. Enter -0- if line 4	is more than line 38		77		0.	J .
	Caution: If there is an	amount on either line 43	or line 44, you must file	Form 4720.				
	(Some o	organizations that made	r Averaging Period a section 501(h) election the instructions for lines  Lobbying Expen-	do not have to co 45 through 50 on	omplet page	e all of the fiv 7.)		below.
		i	Loppying Expen	ditaics builing 4	1041	avoluging .	J	
			4.5	(-)			`	(0)
	endar year (or fiscal	(a)	(b)	(c)		(0	•	(e)
	/ear beginning in) ▶	1 ' '	<b>(b)</b> 1996	(c) 1995		(d	•	(e) Total
	year beginning in) ► Lobbying	1 ' '	, ,	1		1	•	1 ' '
45	/ear beginning in) ▶	1 ' '	, ,	1		1	•	1 ' '
45 46	Lobbying nontaxable amount Lobbying ceiling amount (150% of line 45(e))	1 ' '	, ,	1		1	•	1 ' '
45 46	Lobbying nontaxable amount . Lobbying ceiling amount (150% of line 45(e))	1 ' '	, ,	1		1	•	1 ' '
45 46 47	Lobbying nontaxable amount . Lobbying ceiling amount (150% of line 45(e)) Total lobbying expenditures	1 ' '	, ,	1		1	•	1 ' '
45 46 47	Lobbying nontaxable amount Lobbying ceiling amount (150% of line 45(e))	1 ' '	, ,	1		1	•	1 ' '
45 46 47 48	Lobbying nontaxable amount .  Lobbying ceiling amount (150% of line 45(e))  Total lobbying expenditures	1 ' '	, ,	1		1	•	1 ' '
45 46 47 48 49	Lobbying nontaxable amount Lobbying ceiling amount (150% of line 45(e))	1 ' '	, ,	1		1	•	1 ' '
45 46 47 48 49	Lobbying nontaxable amount . Lobbying ceiling amount (150% of line 45(e))	1 ' '	, ,	1		1	•	1 ' '
45 46 47 48 49 50	Lobbying nontaxable amount Lobbying ceiling amount (150% of line 45(e)) Total lobbying expenditures Grassroots nontaxable amount Grassroots ceiling amount (150% of line 48(e)) Grassroots lobbying expenditures	1997	1996	1995		1	•	1 ' '
45 46 47 48 49 50	Lobbying nontaxable amount Lobbying ceiling amount (150% of line 45(e)).  Total lobbying expenditures.  Grassroots nontaxable amount (350% of line 48(e)).  Grassroots lobbying expenditures.  Grassroots ceiling amount (150% of line 48(e)).  Grassroots lobbying expenditures.	ring Activity by No	1996 nelecting Public C	1995		199	34	1 ' '
45 46 47 48 49 50	Lobbying nontaxable amount Lobbying ceiling amount (150% of line 45(e))	ring Activity by Notoorting only by organization	nelecting Public Cons that did not complet	tharities te Part VI-A) (See		tions on pag	34	1 ' '
45 46 47 48 49 50	Lobbying nontaxable amount Lobbying ceiling amount (150% of line 45(e)) Total lobbying expenditures Grassroots nontaxable amount Grassroots ceiling amount (150% of line 48(e)) Grassroots lobbying expenditures Lobby (For rep	ring Activity by Novorting only by organization	nelecting Public Cons that did not complet	Charities te Part VI-A) (See	ncludin	tions on pag	34	1 ' '
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Supporting Schedules - 1997 Page: 1 EIN: 58-2258880 Company: HTML WRITERS GUILD, INC \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\* Form 990EZ - Part I Line 16 - Other Expenses Description Amount SUPPLIES 297. TRAVEL 688. MISCELLANEOUS EXPENSES 162. BANK SERVICE CHARGES 650. COMPUTER EXPENSES 638. DUES AND SUBSCRIPTIONS 50. INSURANCE 1,018. LICENSES AND PERMITS 737. OFFICE SUPPLIES 969. TELEPHONE 23. TOTAL 5,232. \_\_\_\_\_\_ Form 990-EZ - Exempt Organization Tax Return Part IV - List of Officers, Directors, Trustees & Key Employees

# Amount of Contrib Expense Name and Address Title Hrs Compensation to Plan Account JOE CLINE, PRESIDENT 0. MINN. MN ANN NAVARRO, VP/TREAS. 0.

0.

0.

0.

CARMEL VALLEY CA

FULLERTON CA

SAN JOSE CA

GERALD OSKOBOINY

CAMBRIDGE MA

LEANNE PHILLIPS

KYNN BARLETT, VP MARKET

SECRETARY

VP INFO