Form **990**

Department of the Treasury
Internal Revenue Service

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

▶ The organization may have to use a copy of this return to satisfy state reporting requirements

OMB No 1545-0047

2009

Open to Public Inspection

A For the 2009 calendar year, or tax year beginning and ending

B Check if applicable: ☐ Address change ☐ Name change ☐ Initial return ☐ Terminated ☐ Amended return ☐ Application pending

Please use IRS label or print or type. See Specific Instructions.

C Name of organization
COMMERCIAL REAL ESTATE WOMEN
OF ATLANTA, INC.
Doing Business As CREW-ATLANTA

Number and street (or P O. box if mail is not delivered to street address) Room/suite
P.O. BOX 191546

City or town, state or country, and ZIP + 4
ATLANTA, GA 30119-1546

D Employer identification number 58-1590093

E Telephone number 404-471-1110

G Gross receipts $ 278,673.

F Name and address of principal officer KARRIE WESTPHAL
SAME AS C ABOVE

H(a) Is this a group return for affiliates? ☐ Yes ☒ No

H(b) Are all affiliates included? ☐ Yes ☐ No
If "No," attach a list (see instructions)

H(c) Group exemption number ▶

I Tax-exempt status ☒ 501(c) (6) ◀ (insert no) ☐ 4947(a)(1) or ☐ 527

J Website: ▶ WWW.CREWATLANTA.ORG

K Form of organization ☒ Corporation ☐ Trust ☐ Association ☐ Other ▶

L Year of formation: 1984 M State of legal domicile GA

Part I Summary

Activities & Governance

1	Briefly describe the organization's mission or most significant activities ELEVATING WOMEN TO POSITIONS OF POWER AND INFLUENCE WITHIN THE REAL ESTATE INDUSTRY.		
2	Check this box ▶ ☐ if the organization discontinued its operations or disposed of more than 25% of its net assets		
3	Number of voting members of the governing body (Part VI, line 1a)	3	7
4	Number of independent voting members of the governing body (Part VI, line 1b)	4	7
5	Total number of employees (Part V, line 2a)	5	0
6	Total number of volunteers (estimate if necessary)	6	150
7a	Total gross unrelated business revenue from Part VIII, column (C), line 12	7a	0.
b	Net unrelated business taxable income from Form 990-T, line 34	7b	0.

		Prior Year	Current Year
Revenue 8	Contributions and grants (Part VIII, line 1h)		
9	Program service revenue (Part VIII, line 2g)	372,110.	213,116.
10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	4,557.	807.
11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	110,602.	64,750.
12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	487,269.	278,673.
Expenses 13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	73,000.	
14	Benefits paid to or for members (Part IX, column (A), line 4)		
15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)		
16a	Professional fundraising fees (Part IX, column (A), line 11e)		
b	Total fundraising expenses (Part IX, column (D), line 25) ▶		
17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24f)	414,259.	343,556.
18	Total expenses Add lines 13-17 (must equal Part IX, column (A), line 25)	487,259.	343,556.
19	Revenue less expenses Subtract line 18 from line 12	10.	<64,883.>

	Net Assets or Fund Balances	Beginning of Current Year	End of Year
20	Total assets (Part X, line 16)	271,297.	235,043.
21	Total liabilities (Part X, line 26)	67,792.	96,421.
22	Net assets or fund balances Subtract line 21 from line 20	203,505.	138,622.

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Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge

Sign Here

▶ Melissa Hall — Signature of officer — Date 11/12/10

▶ MELISSA HALL, 2010 PRESIDENT
Type or print name and title

Paid Preparer's Use Only

Preparer's signature ▶ — Date 11.12.10 — Check if self-employed ▶ ☐ — Preparer's identifying number (see instructions)

Firm's name (or yours if self-employed), address, and ZIP + 4 ▶ THE LEWIS CPA FIRM INC.
115 PERIMETER CENTER PLACE NE SUITE 435
ATLANTA, GA 30346-1275

EIN ▶

Phone no ▶ (678) 990-9082

May the IRS discuss this return with the preparer shown above? (see instructions) ☒ Yes ☐ No

Part III **Statement of Program Service Accomplishments**

1 Briefly describe the organization's mission:

TO ELEVATE WOMEN TO POSITIONS OF POWER AND INFLUENCE IN COMMERCIAL REAL ESTATE.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? [ ] Yes [X] No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? [ ] Yes [X] No

If "Yes," describe these changes on Schedule O

4 Describe the exempt purpose achievements for each of the organization's three largest program services by expenses Section 501(c)(3) and 501(c)(4) organizations and section 4947(a)(1) trusts are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported

4a (Code) (Expenses $ including grants of $) (Revenue $)

CREW ATLANTA HELD EIGHT (8) LUNCHEON MEETINGS; ONE (1) BREAKFAST MEETING; AND ONE (1) HALF DAY SEMINAR WITH CENTRAL ATLANTA PROGRESS IN NOVEMBER FOR DOWNTOWN DEVELOPMENT DAY. THESE MEETINGS ARE DESIGNED (1) TO EDUCATE THE MEMBERSHIP ON CURRENT AND RELEVANT TOPICS EFFECTING THE FIELD OF COMMERCIAL REAL ESTATE; (2) PROVIDE DEVELOPMENT OPPORTUNITIES AND NETWORKING WITHIN THE MEMBERSHIP; (3) AND TO CREATE INTEREST IN THE ORGANIZATION THROUGHOUT THE COMMERCIAL REAL ESTATE BUSINESS COMMUNITY THROUGH ONE-HOUR PRESENTATIONS BY A SPEAKER OR PANEL. THE AVERAGE TOTAL ATTENDANCE WAS APPROXIMATELY 90 MEMBERS AND 90 GUESTS. COSTS ASSOCIATED WITH THE PROGRAMS ARE BANQUET ROOM CHARGES, CATERED FOOD PER ATTENDEE, PROGRAM INVITATION PRINTING AND MAILING; AND MISCELLANEOUS ADMINISTRATIVE EXPENSES.

4b (Code) (Expenses $ including grants of $) (Revenue $)

CREW ATLANTA PRODUCES A WEEKLY E-NEWSLETTER (CREW AT A GLANCE) DISTRIBUTED TO ITS MEMBERSHIP. THE NEWSLETTER REPORTS: ORGANIZATIONAL NEWS, ANNOUNCEMENTS OF EVENTS, AND INFORMATION ON THE ATLANTA REAL ESTATE MARKET.

4c (Code) (Expenses $ including grants of $) (Revenue $)

THE ORGANIZATION HELD PERIODIC NETWORKING MEETINGS IN A SOCIAL ENVIRONMENT TO ENHANCE THE BUSINESS RELATIONSHIPS OF ITS MEMBERS. THESE MEMBERSHIP ONLY MEETINGS AVERAGED 50 PER MEETING.

4d Other program services (Describe in Schedule O.)

(Expenses $ including grants of $) (Revenue $)

4e **Total program service expenses** ▶ $

Part IV Checklist of Required Schedules

			Yes	No
1	Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? *If "Yes," complete Schedule A*	1		X
2	Is the organization required to complete Schedule B, Schedule of Contributors?	2		X
3	Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? *If "Yes," complete Schedule C, Part I*	3		X
4	**Section 501(c)(3) organizations.** Did the organization engage in lobbying activities? *If "Yes," complete Schedule C, Part II*	4		
5	**Section 501(c)(4), 501(c)(5), and 501(c)(6) organizations.** Is the organization subject to the section 6033(e) notice and reporting requirement and proxy tax? *If "Yes," complete Schedule C, Part III*	5	X	
6	Did the organization maintain any donor advised funds or any similar funds or accounts where donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? *If "Yes," complete Schedule D, Part I*	6		X
7	Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? *If "Yes," complete Schedule D, Part II*	7		X
8	Did the organization maintain collections of works of art, historical treasures, or other similar assets? *If "Yes," complete Schedule D, Part III*	8		X
9	Did the organization report an amount in Part X, line 21, serve as a custodian for amounts not listed in Part X, or provide credit counseling, debt management, credit repair, or debt negotiation services? *If "Yes," complete Schedule D, Part IV*	9		X
10	Did the organization, directly or through a related organization, hold assets in term, permanent, or quasi-endowments? *If "Yes," complete Schedule D, Part V*	10		X
11	Is the organization's answer to any of the following questions "Yes"? *If so, complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable*	11		X
	• Did the organization report an amount for land, buildings, and equipment in Part X, line 10? *If "Yes," complete Schedule D, Part VI*			
	• Did the organization report an amount for investments - other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part VII*			
	• Did the organization report an amount for investments - program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part VIII*			
	• Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? *If "Yes," complete Schedule D, Part IX*			
	• Did the organization report an amount for other liabilities in Part X, line 25? *If "Yes," complete Schedule D, Part X*			
	• Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48? *If "Yes," complete Schedule D, Part X*			
12	Did the organization obtain separate, independent audited financial statements for the tax year? *If "Yes," complete Schedule D, Parts XI, XII, and XIII*	12		X
12A	Was the organization included in consolidated, independent audited financial statements for the tax year? *If "Yes," completing Schedule D, Parts XI, XII, and XIII is optional* — 12A Yes: ; No: X			
13	Is the organization a school described in section 170(b)(1)(A)(ii)? *If "Yes," complete Schedule E*	13		X
14a	Did the organization maintain an office, employees, or agents outside of the United States?	14a		X
b	Did the organization have aggregate revenues or expenses of more than $10,000 from grantmaking, fundraising, business, and program service activities outside the United States? *If "Yes," complete Schedule F, Part I*	14b		X
15	Did the organization report on Part IX, column (A), line 3, more than $5,000 of grants or assistance to any organization or entity located outside the United States? *If "Yes," complete Schedule F, Part II*	15		X
16	Did the organization report on Part IX, column (A), line 3, more than $5,000 of aggregate grants or assistance to individuals located outside the United States? *If "Yes," complete Schedule F, Part III*	16		X
17	Did the organization report a total of more than $15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? *If "Yes," complete Schedule G, Part I*	17		X
18	Did the organization report more than $15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? *If "Yes," complete Schedule G, Part II*	18		X
19	Did the organization report more than $15,000 of gross income from gaming activities on Part VIII, line 9a? *If "Yes," complete Schedule G, Part III*	19		X
20	Did the organization operate one or more hospitals? *If "Yes," complete Schedule H*	20		X

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Part IV Checklist of Required Schedules *(continued)*

			Yes	No
21	Did the organization report more than $5,000 of grants and other assistance to governments and organizations in the United States on Part IX, column (A), line 1? *If "Yes," complete Schedule I, Parts I and II*	21		X
22	Did the organization report more than $5,000 of grants and other assistance to individuals in the United States on Part IX, column (A), line 2? *If "Yes," complete Schedule I, Parts I and III*	22		X
23	Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? *If "Yes," complete Schedule J*	23		X
24a	Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than $100,000 as of the last day of the year, that was issued after December 31, 2002? *If "Yes," answer lines 24b through 24d and complete Schedule K If "No", go to line 25*	24a		X
b	Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?	24b		
c	Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?	24c		
d	Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?	24d		
25a	**Section 501(c)(3) and 501(c)(4) organizations.** Did the organization engage in an excess benefit transaction with a disqualified person during the year? *If "Yes," complete Schedule L, Part I*	25a		
b	Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? *If "Yes," complete Schedule L, Part I*	25b		
26	Was a loan to or by a current or former officer, director, trustee, key employee, highly compensated employee, or disqualified person outstanding as of the end of the organization's tax year? *If "Yes," complete Schedule L, Part II*	26		X
27	Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor, or a grant selection committee member, or to a person related to such an individual? *If "Yes," complete Schedule L, Part III*	27		X
28	Was the organization a party to a business transaction with one of the following parties, (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions)			
a	A current or former officer, director, trustee, or key employee? *If "Yes," complete Schedule L, Part IV*	28a		X
b	A family member of a current or former officer, director, trustee, or key employee? *If "Yes," complete Schedule L, Part IV*	28b		X
c	An entity of which a current or former officer, director, trustee, or key employee of the organization (or a family member) was an officer, director, trustee, or direct or indirect owner? *If "Yes," complete Schedule L, Part IV*	28c		X
29	Did the organization receive more than $25,000 in non-cash contributions? *If "Yes," complete Schedule M*	29		X
30	Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? *If "Yes," complete Schedule M*	30		X
31	Did the organization liquidate, terminate, or dissolve and cease operations? *If "Yes," complete Schedule N, Part I*	31		X
32	Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? *If "Yes," complete Schedule N, Part II*	32		X
33	Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301 7701-2 and 301 7701-3? *If "Yes," complete Schedule R, Part I*	33		X
34	Was the organization related to any tax-exempt or taxable entity? *If "Yes," complete Schedule R, Parts II, III, IV, and V, line 1*	34		X
35	Is any related organization a controlled entity within the meaning of section 512(b)(13)? *If "Yes," complete Schedule R, Part V, line 2*	35		X
36	**Section 501(c)(3) organizations.** Did the organization make any transfers to an exempt non-charitable related organization? *If "Yes," complete Schedule R, Part V, line 2*	36		
37	Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? *If "Yes," complete Schedule R, Part VI*	37		X
38	Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11 and 19? **Note.** All Form 990 filers are required to complete Schedule O	38	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance

					Yes	No
1a	Enter the number reported in Box 3 of Form 1096, Annual Summary and Transmittal of U S Information Returns Enter -0- if not applicable	1a	1			
b	Enter the number of Forms W-2G included in line 1a Enter -0- if not applicable	1b	0			
c	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?			1c	X	
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	2a	0			
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns?			2b		
	Note. If the sum of lines 1a and 2a is greater than 250, you may be required to *e-file* this return (see instructions)					
3a	Did the organization have unrelated business gross income of $1,000 or more during the year covered by this return?			3a		X
b	If "Yes," has it filed a Form 990-T for this year? *If "No," provide an explanation in Schedule O*			3b		
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?			4a		X
b	If "Yes," enter the name of the foreign country ▶ See the instructions for exceptions and filing requirements for Form TD F 90-22 1, Report of Foreign Bank and Financial Accounts					
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?			5a		X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?			5b		X
c	If "Yes," to line 5a or 5b, did the organization file Form 8886-T, Disclosure by Tax-Exempt Entity Regarding Prohibited Tax Shelter Transaction?			5c		
6a	Does the organization have annual gross receipts that are normally greater than $100,000, and did the organization solicit any contributions that were not tax deductible?			6a		X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?			6b		
7	**Organizations that may receive deductible contributions under section 170(c).**					
a	Did the organization receive a payment in excess of $75 made partly as a contribution and partly for goods and services provided to the payor?			7a		
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?			7b		
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?			7c		
d	If "Yes," indicate the number of Forms 8282 filed during the year	7d				
e	Did the organization, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?			7e		
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?			7f		
g	For all contributions of qualified intellectual property, did the organization file Form 8899 as required?			7g		
h	For contributions of cars, boats, airplanes, and other vehicles, did the organization file a Form 1098-C as required?			7h		
8	**Sponsoring organizations maintaining donor advised funds and section 509(a)(3) supporting organizations.** Did the supporting organization, or a donor advised fund maintained by a sponsoring organization, have excess business holdings at any time during the year?			8		
9	**Sponsoring organizations maintaining donor advised funds.**					
a	Did the organization make any taxable distributions under section 4966?			9a		
b	Did the organization make a distribution to a donor, donor advisor, or related person?			9b		
10	**Section 501(c)(7) organizations.** Enter					
a	Initiation fees and capital contributions included on Part VIII, line 12	10a				
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b				
11	**Section 501(c)(12) organizations.** Enter					
a	Gross income from members or shareholders	11a				
b	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them)	11b				
12a	**Section 4947(a)(1) non-exempt charitable trusts.** Is the organization filing Form 990 in lieu of Form 1041?			12a		
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b				

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Part VI Governance, Management, and Disclosure *For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions*

Section A. Governing Body and Management

			Yes	No
1a	Enter the number of voting members of the governing body	1a 7		
b	Enter the number of voting members that are independent	1b 7		
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	2		X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors or trustees, or key employees to a management company or other person?	3	X	
4	Did the organization make any significant changes to its organizational documents since the prior Form 990 was filed?	4		X
5	Did the organization become aware during the year of a material diversion of the organization's assets?	5		X
6	Does the organization have members or stockholders?	6	X	
7a	Does the organization have members, stockholders, or other persons who may elect one or more members of the governing body?	7a		X
b	Are any decisions of the governing body subject to approval by members, stockholders, or other persons?	7b		X
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following			
a	The governing body?	8a	X	
b	Each committee with authority to act on behalf of the governing body?	8b	X	
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? *If "Yes," provide the names and addresses in Schedule O*	9		X

Section B. Policies *(This Section B requests information about policies not required by the Internal Revenue Code.)*

			Yes	No
10a	Does the organization have local chapters, branches, or affiliates?	10a		X
b	If "Yes," does the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with those of the organization?	10b		
11	Has the organization provided a copy of this Form 990 to all members of its governing body before filing the form?	11	X	
11A	Describe in Schedule O the process, if any, used by the organization to review this Form 990			
12a	Does the organization have a written conflict of interest policy? *If "No," go to line 13*	12a	X	
b	Are officers, directors or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	12b	X	
c	Does the organization regularly and consistently monitor and enforce compliance with the policy? *If "Yes," describe in Schedule O how this is done*	12c	X	
13	Does the organization have a written whistleblower policy?	13		X
14	Does the organization have a written document retention and destruction policy?	14		X
15	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?			
a	The organization's CEO, Executive Director, or top management official	15a	X	
b	Other officers or key employees of the organization	15b	X	
	If "Yes" to line 15a or 15b, describe the process in Schedule O (See instructions.)			
16a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?	16a		X
b	If "Yes," has the organization adopted a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and taken steps to safeguard the organization's exempt status with respect to such arrangements?	16b		

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed ▶GA

18 Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (501(c)(3)s only) available for public inspection Indicate how you make these available Check all that apply

☐ Own website ☐ Another's website ☒ Upon request

19 Describe in Schedule O whether (and if so, how), the organization makes its governing documents, conflict of interest policy, and financial statements available to the public

20 State the name, physical address, and telephone number of the person who possesses the books and records of the organization ▶

KARRIE WESTPHAL - 404-471-1110
P.O. BOX 191546, ATLANTA, GA 30119-1546

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed Report compensation for the calendar year ending with or within the organization's tax year Use Schedule J-2 if additional space is needed

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation Enter -0- in columns (D), (E), and (F) if no compensation was paid
- List all of the organization's **current** key employees See instructions for definition of "key employee "
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than $100,000 from the organization and any related organizations
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than $100,000 of reportable compensation from the organization and any related organizations
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than $10,000 of reportable compensation from the organization and any related organizations

List persons in the following order individual trustees or directors, institutional trustees, officers, key employees, highest compensated employees, and former such persons

[X] Check this box if the organization did not compensate any current officer, director, or trustee

(A) Name and Title	(B) Average hours per week	(C) Position (check all that apply): Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former	(D) Reportable compensation from the organization (W 2/1099 MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
HEATHER DAVIS DIRECTOR	0.50	X						0.	0.	0.
LAURA BOONE DIRECTOR	0.50	X						0.	0.	0.
SUSANA CHAVEZ DIRECTOR	0.50	X						0.	0.	0.
STEPHANIE FRIESE PRESIDENT	2.90			X				0.	0.	0.
HEATHER RICH PAST PRES/NATL DELEGATE	0.50			X				0.	0.	0.
MELISSA HALL PRES ELECT/NATL DELEGATE	1.50			X				0.	0.	0.
SALLY ELLIOTT SECRETARY/TREASURER	0.50			X				0.	0.	0.

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees *(continued)*

(A) Name and title	(B) Average hours per week	(C) Position (check all that apply): Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former	(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
1b Total ▶								0.	0.	0.

2 Total number of individuals (including but not limited to those listed above) who received more than $100,000 in reportable compensation from the organization ▶ 0

		Yes	No
3 Did the organization list any **former** officer, director or trustee, key employee, or highest compensated employee on line 1a? *If "Yes," complete Schedule J for such individual*	3		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than $150,000? *If "Yes," complete Schedule J for such individual*	4		X
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization for services rendered to the organization? *If "Yes," complete Schedule J for such person*	5		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than $100,000 of compensation from the organization NONE

(A) Name and business address	(B) Description of services	(C) Compensation

2 Total number of independent contractors (including but not limited to those listed above) who received more than $100,000 in compensation from the organization ▶ 0

Part VIII Statement of Revenue

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512, 513, or 514
Contributions, gifts, grants and other similar amounts	1 a Federated campaigns	1a				
	b Membership dues	1b				
	c Fundraising events	1c				
	d Related organizations	1d				
	e Government grants (contributions)	1e				
	f All other contributions, gifts, grants, and similar amounts not included above	1f				
	g Noncash contributions included in lines 1a-1f $					
	h Total. Add lines 1a-1f ▶					
Program Service Revenue		Business Code				
	2 a MEMBERSHIP DUES	900099	108,579.	108,579.		
	b PROGRAM REVENUE	900099	89,397.	89,397.		
	c ACE REVENUE	900099	12,795.	12,795.		
	d LEADERSHIP PROGRAM	900099	2,345.	2,345.		
	e					
	f All other program service revenue					
	g Total. Add lines 2a-2f ▶		213,116.			
Other Revenue	3 Investment income (including dividends, interest, and other similar amounts) ▶		807.			807.
	4 Income from investment of tax-exempt bond proceeds ▶					
	5 Royalties ▶					
		(i) Real / (ii) Personal				
	6 a Gross Rents					
	b Less rental expenses					
	c Rental income or (loss)					
	d Net rental income or (loss) ▶					
	7 a Gross amount from sales of assets other than inventory	(i) Securities / (ii) Other				
	b Less cost or other basis and sales expenses					
	c Gain or (loss)					
	d Net gain or (loss) ▶					
	8 a Gross income from fundraising events (not including $ ______ of contributions reported on line 1c). See Part IV, line 18	a				
	b Less direct expenses	b				
	c Net income or (loss) from fundraising events ▶					
	9 a Gross income from gaming activities See Part IV, line 19	a				
	b Less direct expenses	b				
	c Net income or (loss) from gaming activities ▶					
	10 a Gross sales of inventory, less returns and allowances	a				
	b Less cost of goods sold	b				
	c Net income or (loss) from sales of inventory ▶					
	Miscellaneous Revenue	Business Code				
	11 a SPONSORSHIPS	900099	64,750.	64,750.		
	b					
	c					
	d All other revenue					
	e Total. Add lines 11a-11d ▶		64,750.			
	12 Total revenue See instructions. ▶		278,673.	277,866.	0.	807.

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns.
All other organizations must complete column (A) but are not required to complete columns (B), (C), and (D).

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to governments and organizations in the U S. See Part IV, line 21				
2 Grants and other assistance to individuals in the U S See Part IV, line 22				
3 Grants and other assistance to governments, organizations, and individuals outside the U S See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees				
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages				
8 Pension plan contributions (include section 401(k) and section 403(b) employer contributions)				
9 Other employee benefits				
10 Payroll taxes				
11 Fees for services (non-employees)				
a Management	87,550.			
b Legal				
c Accounting	1,330.			
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other				
12 Advertising and promotion				
13 Office expenses	16,834.			
14 Information technology	6,557.			
15 Royalties				
16 Occupancy				
17 Travel	12,807.			
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	140,370.			
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization				
23 Insurance	405.			
24 Other expenses Itemize expenses not covered above (Expenses grouped together and labeled miscellaneous may not exceed 5% of total expenses shown on line 25 below.)				
a COMMUNICATIONS	28,733.			
b ORGANIZATION & BOARD DE	22,487.			
c BAD DEBT EXPENSE	17,212.			
d CREDIT CARD FEES PAID	7,343.			
e MEMBERSHIP DUES PAID	1,928.			
f All other expenses				
25 **Total functional expenses** Add lines 1 through 24f	343,556.			
26 **Joint costs** Check here ▶ ☐ if following SOP 98-2. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation				

Part X Balance Sheet

			(A) Beginning of year		(B) End of year
Assets	1	Cash - non-interest-bearing	201.	1	262.
	2	Savings and temporary cash investments	209,589.	2	203,678.
	3	Pledges and grants receivable, net		3	
	4	Accounts receivable, net	41,766.	4	16,281.
	5	Receivables from current and former officers, directors, trustees, key employees, and highest compensated employees Complete Part II of Schedule L		5	
	6	Receivables from other disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B) Complete Part II of Schedule L		6	
	7	Notes and loans receivable, net		7	
	8	Inventories for sale or use		8	
	9	Prepaid expenses and deferred charges	19,741.	9	14,822.
	10a	Land, buildings, and equipment cost or other basis Complete Part VI of Schedule D — 10a			
	b	Less accumulated depreciation — 10b		10c	
	11	Investments - publicly traded securities		11	
	12	Investments - other securities See Part IV, line 11		12	
	13	Investments - program-related See Part IV, line 11		13	
	14	Intangible assets		14	
	15	Other assets See Part IV, line 11		15	
	16	**Total assets.** Add lines 1 through 15 (must equal line 34)	271,297.	16	235,043.
Liabilities	17	Accounts payable and accrued expenses	1,437.	17	
	18	Grants payable		18	
	19	Deferred revenue	66,030.	19	96,421.
	20	Tax-exempt bond liabilities		20	
	21	Escrow or custodial account liability Complete Part IV of Schedule D		21	
	22	Payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons Complete Part II of Schedule L		22	
	23	Secured mortgages and notes payable to unrelated third parties		23	
	24	Unsecured notes and loans payable to unrelated third parties		24	
	25	Other liabilities Complete Part X of Schedule D	325.	25	0.
	26	**Total liabilities.** Add lines 17 through 25	67,792.	26	96,421.
Net Assets or Fund Balances		**Organizations that follow SFAS 117, check here ▶ ☐ and complete lines 27 through 29, and lines 33 and 34.**			
	27	Unrestricted net assets		27	
	28	Temporarily restricted net assets		28	
	29	Permanently restricted net assets		29	
		Organizations that do not follow SFAS 117, check here ▶ [X] and complete lines 30 through 34.			
	30	Capital stock or trust principal, or current funds	0.	30	0.
	31	Paid-in or capital surplus, or land, building, or equipment fund	0.	31	0.
	32	Retained earnings, endowment, accumulated income, or other funds	203,505.	32	138,622.
	33	Total net assets or fund balances	203,505.	33	138,622.
	34	Total liabilities and net assets/fund balances	271,297.	34	235,043.

932011 02-04-10

Part XI Financial Statements and Reporting

			Yes	No
1	Accounting method used to prepare the Form 990 ☐ Cash ☒ Accrual ☐ Other If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O			
2a	Were the organization's financial statements compiled or reviewed by an independent accountant?	2a		X
b	Were the organization's financial statements audited by an independent accountant?	2b		X
c	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?	2c		
	If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O			
d	If "Yes" to line 2a or 2b, check a box below to indicate whether the financial statements for the year were issued on a consolidated basis, separate basis, or both ☐ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis			
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?	3a		X
b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits	3b		

SCHEDULE C (Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Political Campaign and Lobbying Activities

For Organizations Exempt From Income Tax Under section 501(c) and section 527

▶ Complete if the organization is described below.
▶ Attach to Form 990 or Form 990-EZ. ▶ See separate instructions.

OMB No 1545-0047

2009

Open to Public Inspection

If the organization answered "Yes," to Form 990, Part IV, line 3, or Form 990-EZ, Part VI, line 46 (Political Campaign Activities), then

- Section 501(c)(3) organizations Complete Parts I-A and B Do not complete Part I-C
- Section 501(c) (other than section 501(c)(3)) organizations Complete Parts I-A and C below Do not complete Part I-B
- Section 527 organizations Complete Part I-A only

If the organization answered "Yes," to Form 990, Part IV, line 4, or Form 990-EZ, Part VI, line 47 (Lobbying Activities), then

- Section 501(c)(3) organizations that have filed Form 5768 (election under section 501(h)) Complete Part II-A Do not complete Part II-B
- Section 501(c)(3) organizations that have NOT filed Form 5768 (election under section 501(h)) Complete Part II-B Do not complete Part II-A

If the organization answered "Yes," to Form 990, Part IV, line 5 (Proxy Tax), then

- Section 501(c)(4), (5), or (6) organizations Complete Part III

Name of organization: COMMERCIAL REAL ESTATE WOMEN OF ATLANTA, INC.

Employer identification number: 58-1590093

Part I-A Complete if the organization is exempt under section 501(c) or is a section 527 organization.

1 Provide a description of the organization's direct and indirect political campaign activities in Part IV

2 Political expenditures ▶ $ 0.

3 Volunteer hours 0.

Part I-B Complete if the organization is exempt under section 501(c)(3).

1 Enter the amount of any excise tax incurred by the organization under section 4955 ▶ $

2 Enter the amount of any excise tax incurred by organization managers under section 4955 ▶ $

3 If the organization incurred a section 4955 tax, did it file Form 4720 for this year? ☐ Yes ☐ No

4a Was a correction made? ☐ Yes ☐ No

b If "Yes," describe in Part IV

Part I-C Complete if the organization is exempt under section 501(c), except section 501(c)(3).

1 Enter the amount directly expended by the filing organization for section 527 exempt function activities ▶ $

2 Enter the amount of the filing organization's funds contributed to other organizations for section 527 exempt function activities ▶ $

3 Total exempt function expenditures Add lines 1 and 2 Enter here and on Form 1120-POL, line 17b ▶ $

4 Did the filing organization file **Form 1120-POL** for this year? ☐ Yes ☐ No

5 Enter the names, addresses and employer identification number (EIN) of all section 527 political organizations to which payments were made For each organization listed, enter the amount paid from the filing organization's funds Also enter the amount of political contributions received that were promptly and directly delivered to a separate political organization, such as a separate segregated fund or a political action committee (PAC) If additional space is needed, provide information in Part IV

(a) Name	(b) Address	(c) EIN	(d) Amount paid from filing organization's funds If none, enter -0-	(e) Amount of political contributions received and promptly and directly delivered to a separate political organization If none, enter -0-

Part II-A **Complete if the organization is exempt under section 501(c)(3) and filed Form 5768 (election under section 501(h)).**

A Check ▶ ☐ if the filing organization belongs to an affiliated group

B Check ▶ ☐ if the filing organization checked box A and "limited control" provisions apply

Limits on Lobbying Expenditures (The term "expenditures" means amounts paid or incurred.)	(a) Filing organization's totals	(b) Affiliated group totals
1a Total lobbying expenditures to influence public opinion (grass roots lobbying)		
b Total lobbying expenditures to influence a legislative body (direct lobbying)		
c Total lobbying expenditures (add lines 1a and 1b)		
d Other exempt purpose expenditures		
e Total exempt purpose expenditures (add lines 1c and 1d)		
f Lobbying nontaxable amount Enter the amount from the following table in both columns		

If the amount on line 1e, column (a) or (b) is.	The lobbying nontaxable amount is:
Not over $500,000	20% of the amount on line 1e
Over $500,000 but not over $1,000,000	$100,000 plus 15% of the excess over $500,000
Over $1,000,000 but not over $1,500,000	$175,000 plus 10% of the excess over $1,000,000
Over $1,500,000 but not over $17,000,000	$225,000 plus 5% of the excess over $1,500,000
Over $17,000,000	$1,000,000

	(a)	(b)
g Grassroots nontaxable amount (enter 25% of line 1f)		
h Subtract line 1g from line 1a If zero or less, enter -0-		
i Subtract line 1f from line 1c If zero or less, enter -0-		

j If there is an amount other than zero on either line 1h or line 1i, did the organization file Form 4720 reporting section 4911 tax for this year? ☐ Yes ☐ No

4-Year Averaging Period Under Section 501(h)
(Some organizations that made a section 501(h) election do not have to complete all of the five columns below. See the instructions for lines 2a through 2f on page 4.)

Lobbying Expenditures During 4-Year Averaging Period

Calendar year (or fiscal year beginning in)	(a) 2006	(b) 2007	(c) 2008	(d) 2009	(e) Total
2a Lobbying nontaxable amount					
b Lobbying ceiling amount (150% of line 2a, column(e))					
c Total lobbying expenditures					
d Grassroots nontaxable amount					
e Grassroots ceiling amount (150% of line 2d, column (e))					
f Grassroots lobbying expenditures					

Part II-B **Complete if the organization is exempt under section 501(c)(3) and has NOT filed Form 5768 (election under section 501(h)).**

		(a) Yes	(a) No	(b) Amount
1	During the year, did the filing organization attempt to influence foreign, national, state or local legislation, including any attempt to influence public opinion on a legislative matter or referendum, through the use of			
a	Volunteers?			
b	Paid staff or management (include compensation in expenses reported on lines 1c through 1i)?			
c	Media advertisements?			
d	Mailings to members, legislators, or the public?			
e	Publications, or published or broadcast statements?			
f	Grants to other organizations for lobbying purposes?			
g	Direct contact with legislators, their staffs, government officials, or a legislative body?			
h	Rallies, demonstrations, seminars, conventions, speeches, lectures, or any similar means?			
i	Other activities? If "Yes," describe in Part IV			
j	Total Add lines 1c through 1i			
2a	Did the activities in line 1 cause the organization to be not described in section 501(c)(3)?			
b	If "Yes," enter the amount of any tax incurred under section 4912			
c	If "Yes," enter the amount of any tax incurred by organization managers under section 4912			
d	If the filing organization incurred a section 4912 tax, did it file Form 4720 for this year?			

Part III-A **Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6).**

			Yes	No
1	Were substantially all (90% or more) dues received nondeductible by members?	1		X
2	Did the organization make only in-house lobbying expenditures of $2,000 or less?	2	X	
3	Did the organization agree to carryover lobbying and political expenditures from the prior year?	3		X

Part III-B **Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6) if BOTH Part III-A, lines 1 and 2 are answered "No" OR if Part III-A, line 3 is answered "Yes."**

1	Dues, assessments and similar amounts from members	1	
2	Section 162(e) nondeductible lobbying and political expenditures **(do not include amounts of political expenses for which the section 527(f) tax was paid).**		
a	Current year	2a	
b	Carryover from last year	2b	
c	Total	2c	
3	Aggregate amount reported in section 6033(e)(1)(A) notices of nondeductible section 162(e) dues	3	
4	If notices were sent and the amount on line 2c exceeds the amount on line 3, what portion of the excess does the organization agree to carryover to the reasonable estimate of nondeductible lobbying and political expenditure next year?	4	
5	Taxable amount of lobbying and political expenditures (see instructions)	5	

Part IV **Supplemental Information**

Complete this part to provide the descriptions required for Part I-A, line 1, Part I-B, line 4, Part I-C, line 5, and Part II-B, line 1i Also, complete this part for any additional information

PART I-A, LINE 1:

CREW-ATLANTA DOES NOT CONDUCT DIRECT OR INDIRECT POLITICAL CAMPAIGN ACTIVITIES.

932043 02-04-10

SCHEDULE O (Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990

Complete to provide information for responses to specific questions on Form 990 or to provide any additional information.
▶ Attach to Form 990.

OMB No 1545-0047

2009

Open to Public Inspection

Name of the organization	Employer identification number
COMMERCIAL REAL ESTATE WOMEN OF ATLANTA, INC.	58-1590093

FORM 990, PART VI, SECTION A, LINE 3: CREW-ATLANTA OUTSOURCES THE ASSOCIATION MANAGEMENT TO WINDWARD CONSULTING, LLC UNDER AN AGREEMENT THAT IS SUBJECT TO AN ANNUAL REVEIW/RENEWAL PROCESS. UNDER THAT AGREEMENT, KARRIE WESPHAL SERVES CREW-ATLANTA AS EXECUTIVE DIRECTOR.

FORM 990, PART VI, SECTION A, LINE 6: PURSUANT TO BYLAWS SECTION 2.02(A) - THE MEMBERSHIP OF THE ORGANIZATION SHALL CONSIST OF:

(1) FULL MEMBERS ARE INDIVIDUALS WITH 5 YEARS OF DIRECT INVOLVEMENT IN CERTAIN PRIMARY DISCIPLINES OF COMMERICIAL REAL ESTATE (12 OF THEM ARE SPECIFIED IN THIS SECTION OF THE BYLAWS).

(2) FULL-ASSOCIATE MEMBERS ARE INDIVIDUALS WITH MORE THAN 2 YEARS AND LESS THAN 5 YEARS OF DIRECT INVOLVEMENT IN ONE OF THE PRIMARY DISCIPLINES OF COMMERICAL REAL ESTATE AS LISTED UNDER (1) ABOVE.

(3) FULL-CANDIDATE MEMBERS ARE INDIVIDUALS WITH LESS THAN 2 YEARS OF DIRECT INVOLVEMENT IN ONE OF THE PRIMARY DISCIPLINES OF COMMERICAL REAL ESTATE LISTED IN (1) ABOVE.

(4) VENDOR MEMBERS ARE INDIVIDUALS WITH 2 OR MORE YEARS OF DIRECT INVOLVEMENT IN CERTAIN RELATED DISCIPLINES OF COMMERCIAL REAL ESTATE (12 OF THEM ARE SPECIFIED IN THIS SECTION OF THE BYLAWS).

(5) HONORARY MEMBERS AND CHARTER MEMBERS. JOAN COPELAND, DIANE COX, AND SANDRA FAVREAU SHALL BE HONORARY MEMBERS OF THE CORPORATION FOR THE LIFETIME OF THE CORPORATION.

(6) IN ADDITION, THERE ARE CUSTOM ACTIVE MEMBERS; CUSTOM INACTIVE MEMBERS; CIVIC MEMBERS; RETIRED FULL MEMBERS; RETIRED VENDORS MEMBERS; AND STUDENT MEMBERS. EACH OF WHICH ARE DEFINED IN THE BYLAWS AS AMENDED IN SEPTEMBER 2009.

SCHEDULE O
(Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990

Complete to provide information for responses to specific questions on Form 990 or to provide any additional information.
▶ Attach to Form 990.

OMB No 1545-0047
2009
Open to Public Inspection

Name of the organization: COMMERCIAL REAL ESTATE WOMEN OF ATLANTA, INC.

Employer identification number: 58-1590093

FORM 990, PART VI, SECTION B, LINE 11: THE EXECUTIVE DIRECTOR PROVIDES INFORMATION TO THE RETURN PREPARER IN RESPONSE TO QUESTIONS AND QUESTIONAIRES. A PRELIMINARY DRAFT RETURN IS PREPARED ALONG WITH ANY ADDITIONAL QUESTIONS IDENTIFIED. THE EXECUTIVE DIRECTOR REVIEWS THE PRELIMINARY DRAFT AND PROVIDES ANY ADDITIONAL INFORMATION AND MODIFICATIONS. AS NEEDED, THE EXECUTIVE DIRECTOR CONSULTS WITH THE BOARD OF DIRECTORS TO OBTAIN THEIR INPUT. A FINAL DRAFT IS PROVIDED BY THE RETURN PREPARER FOR CONSIDERATION BY THE EXECUTIVE DIRECTOR AND THE TREASURER. ONCE APPROVED BY THE EXECUTIVE DIRECTOR AND THE TREASURER, A FINAL RETURN IS PROVIDED FOR DISSEMINATION TO THE FULL BOARD AND SUBSEQUENT SUBMISSION.

FORM 990, PART VI, SECTION B, LINE 12C: CONFLICT OF INTEREST IS UPDATED ANNUALLY. CREW-ATLANTA HAS AN OPEN DOOR POLICY AND THE PAST PRESIDENT IS THE GRIEVANCE CONTACT FOR THE BOARD/COMMITTEES. THE GRIEVANCE PROCESS IS IN PLACE TO HANDLE ANY CONFLICT OF INTEREST AND WHISTLEBLOWING MATTERS.

FORM 990, PART VI, SECTION B, LINE 15: THE EXECUTIVE DIRECTOR IS CONTRACTED THROUGH AN ASSOCIATION MANAGEMENT AGREEMENT AND IS REVIEWED AND UPDATED ANNUALLY AS PART OF THE ANNUAL BUDGET PROCESS.

PURSUANT TO BYLAWS SECTION 4.05, THE BOARD OF DIRECTORS SHALL SERVE WITHOUT COMPENSATION.

FORM 990, PART VI, SECTION C, LINE 19: GOVERNING DOCUMENTS, INCLUDING THE

SCHEDULE O
(Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990

Complete to provide information for responses to specific questions on Form 990 or to provide any additional information.
▶ Attach to Form 990.

OMB No 1545-0047

2009

Open to Public Inspection

Name of the organization	Employer identification number
COMMERCIAL REAL ESTATE WOMEN OF ATLANTA, INC.	58-1590093

CONFLICT OF INTEREST POLICY AND THE FORM 990 ARE MADE AVAILABLE TO THE GENERAL PUBLIC UPON REQUEST.

UNANIMOUS WRITTEN CONSENT OF
THE BOARD OF DIRECTORS OF
COMMERCIAL REAL ESTATE WOMEN OF ATLANTA, INC.

The undersigned, constituting all the members of the Board of Directors (the "**Board**") of Commercial Real Estate Women of Atlanta, Inc., a Georgia nonprofit corporation (the "**Company**"), acting pursuant to the authority of Section 14-3-1020 of the Georgia Nonprofit Corporation Code (the "**Code**"), hereby unanimously consent to the adoption of the following resolutions with the same force and effect as if they had been approved and adopted at a meeting of the Board duly called and direct that this Unanimous Written Consent be filed with the minutes of proceedings of the Board:

AMENDMENTS TO BYLAWS

WHEREAS, the Board believes it to be in the best interests of the Company to amend the Amended and Restated Bylaws of the Company adopted by the Board on June 25, 2003 (the "**Bylaws**") as set forth on Exhibit A attached hereto (the "**Amendment**").

NOW, THEREFORE, BE IT RESOLVED, that, pursuant to Section 14-3-1020 of the Code and Section 7.01 of the Bylaws, the Bylaws are hereby amended as set forth in the Amendment.

GENERAL

WHEREAS the Board desires to adopt the following resolutions to provide guidance to the nominating committee and encourage and support for succession planning, by ensuring that the nominating committee has an ample number of candidates that qualify to be elected as President of the Company.

RESOLVED, FURTHER, pursuant to Section 5.02 Other Committees of the Bylaws, that at least seventy-five percent (75%) of the Chairs of the Committee and the Executive Board shall be a Full Member, a Full-Associate Member, a Civic Member or an Honorary Member.

RESOLVED, FURTHER, that the proper officers and agents of the Company, acting for and on behalf of the Company, be, and each of them hereby is, authorized and empowered to take or cause to be taken any and all such actions and to execute and deliver or cause to be executed and delivered, in the name of the Company, any and all such documents as any proper officer may deem necessary or advisable to carry out the intent and purpose of the foregoing resolutions, the taking of any such action or the execution or delivery of any such document to be conclusive evidence that the same were authorized by this resolution.

RESOLVED, FURTHER, that any and all actions heretofore taken on behalf of the Company by any proper officer of the Company consistent with the intent and purpose of the foregoing resolutions are hereby approved, ratified and confirmed.

RESOLVED, FURTHER, that the actions taken by this Unanimous Written Consent shall be effective as of September ___, 2009 (the "**Effective Date**")

[signature page follows]

IN WITNESS WHEREOF the undersigned members of the Board have executed this Unanimous Written Consent effective as of the Effective Date.

Name: Heather L Davis
DIRECTOR

Name: Sally W. Elliott
~~DIRECTOR~~ SECRETARY/TREASURER

Name: Melissa Hall
PRESIDENT-ELECT

Name: Stephanie Friese
PRESIDENT

Name: Heather RICH
IMMEDIATE PAST PRESIDENT

Name: Susana Chavez
DIRECTOR

Name: Laura Boone
DIRECTOR

Name:

IN WITNESS WHEREOF the undersigned members of the Board have executed this Unanimous Written Consent effective as of the Effective Date.

Name: Heather L. Davis	Name: Heather Rich
Director	Immediate Past President
Name: Sally W. Elliott	Name: Susana Chavez
~~Director~~ Secretary/Treasurer	Director
Name: Melissa Hall	Name: Laura Boone
President-Elect	Director
Name: Stephanie Friese	Name:
President	

EXHIBIT A

AMENDMENTS TO THE AMENDED AND RESTATED BYLAWS OF COMMERCIAL REAL ESTATE WOMEN OF ATLANTA, INC. (the "Company")

The Amended and Restated Bylaws of the Company adopted by the Board on June 25, 2003 (the "**Bylaws**") are hereby amended as follows:

1. The second sentence of Article I, **Section 1.02** is hereby deleted in its entirety, and the following sentence is inserted in lieu thereof:

   > "The current registered agent of the Corporation shall be Carolyn Saffold Wilson. The current registered office of the Corporation shall be at 271 17th Street, Suite 2400, Atlanta, Fulton County, Georgia 30363."

2. The text of Article I, **Section 1.05** is hereby deleted in its entirety and the following text is inserted in lieu thereof:

   > "**Section 1.05 Mission Statement**. The mission of the Corporation is to elevate women to positions of power and influence in commercial real estate."

3. The text of Article II, **Section 2.01** is hereby amended by deleting the first sentence therefrom and inserting the following sentence in lieu thereof:

   > "The Voting Members of the Corporation shall consist of such individuals as may from time to time apply for membership, pay dues, and otherwise comply with the terms and conditions of Section 2.02 hereof."

4. The text of Article II, **Section 2.02(a)** is hereby deleted in its entirety and the following text is inserted in lieu thereof:

   > "(a) Classifications. The membership of the Corporation shall consist of the following classes:
   >
   > (i) Full Member. Full Members are individuals with five (5) or more years of direct involvement in one of the following primary disciplines of Commercial Real Estate:
   >
   > Commercial Real Estate Brokerage;
   >
   > Commercial Property Management;
   >
   > Asset/Portfolio Management;
   >
   > Commercial Real Estate Finance;
   >
   > Commercial Appraisal;

Real Estate Law;

Commercial General Contractor (excluding subcontractors);

Commercial Leasing;

Commercial Title Insurance/1031 Exchange;

Commercial Real Estate Architecture, which is limited to landscape architects, space planners, architects, interior design, and civil engineering;

Commercial Real Estate Consulting, if such consultant currently has a real estate license; or

Parking-Management and Ownership of Lots.

(ii) Full-Associate Members. Full-Associate Members are individuals with more than two (2) and less than five (5) years of direct involvement in one of the primary disciplines of Commercial Real Estate listed in Section 2.02(a)(i) above.

(iii) Full-Candidate Members. Full-Candidate Members are individuals with less than two (2) years of direct involvement in one of the primary disciplines of Commercial Real Estate listed in Section 2.02(a)(i) above.

(iv) Vendor Members. Vendor Members are individuals with two (2) or more years of direct involvement in one of the following related disciplines of Commercial Real Estate:

Commercial Construction Subcontractors, which is limited to life/safety systems, flooring, HVAC, furniture, and environmental or engineering services;

Real Estate Certified Public Accountant;

Cost Segregation Studies;

Commercial Real Estate Consultant, regardless of whether such individual has a real estate license;

Relocation Services;

Commercial Landscaping Services;

Commercial Janitorial Services;

Commercial Real Estate Advertising or Marketing;

Commercial Real Estate Journalism or Publishing;

Disaster Recovery;

Human Resources Services; or

Commercial Signage.

(v) Honorary Members and Charter Members. Joan Copeland, Diane Cox and Sandra Favreau, founders of the Corporation, shall be Honorary Members of the Corporation for the lifetime of the Corporation. Honorary Members shall at all times be eligible to enroll in the Corporation as Vendor Members, (unless their profession meets the qualifications as Full Members) without regard to any lapse in membership, under the same rules, regulations and stipulations as other Full Members or Vendor Members, as applicable. Honorary Members shall be responsible for paying the same dues, assessments and fees and filing the same annual membership application and materials as Full Members or Vendor Members, as applicable, should they choose to exercise this privilege. Honorary Members shall only be considered Full Members or Vendor Members, as applicable, upon compliance with all of the requirements set forth above. All members during 1982-1983 ("Charter Members") of the organization shall be classified as Full Members. Should a Charter Member's membership lapse for a period of one (1) year or more, said classification as Full Member shall be revoked. A listing of all Charter Members is available upon request at the principal office of the Corporation.

(vi) Custom Active Members. Custom Active Members are individuals who either (A) have met the criteria for Full Members and have been Members of the Corporation for at least twenty (20) years, or (B) are Charter Members pursuant to Section 2.02(a)(v) above.

(vii) Custom Inactive Members. Custom Inactive Members are individuals who either (A) have met the criteria for Vendor Members and have been Members of the Corporation for at least twenty (20) years, or (B) are Honorary Members pursuant to Section 2.02(a)(v) above.

(viii) Civic Members. Civic Members are individuals with direct involvement in (A) local or regional government offices, agencies or organizations, or (B) public nonprofit corporations.

(ix) Retired Full Members. Retired Full Members are individuals who have met the criteria for Full Members, but who are currently retired from the discipline(s) that qualified such individuals as Full Members.

(x) Retired Vendor Members. Retired Vendor Members are individuals who have met the criteria for Vendor Members, but who are currently retired from the discipline(s) that qualified such individuals as Vendor Members.

(xi) Student Members. Student Members are individuals who are full time students pursuing a Commercial Real Estate related field."

5. The text of Article II, **Section 2.02(b)** is hereby deleted in its entirety and the following text is inserted in lieu thereof:

> "The total number of Vendor Members and Retired Vendor Members shall not exceed twenty-five percent (25%) of the overall membership of the Corporation."

6. The text of Article II, **Section 2.02(c)** is hereby deleted in its entirety and the following text is inserted in lieu thereof:

> "To be eligible for membership, all applicants for membership must be sponsored by at least two (2) members, each of whom must be a Full Member, Full Associate Member, Custom Active Member, or Retired Full Member. Any individual who changes occupations or becomes disqualified for membership during a year will remain a member for the remaining fiscal year of the Corporation and will be reclassified as appropriate thereafter, or as unqualified for membership."

Form **8868** (Rev April 2009)
Department of the Treasury Internal Revenue Service

Application for Extension of Time To File an Exempt Organization Return

▶ File a separate application for each return

OMB No 1545-1709

- If you are filing for an **Automatic 3-Month Extension, complete only Part I** and check this box ▶ [X]
- If you are filing for an **Additional (Not Automatic) 3-Month Extension, complete only Part II** (on page 2 of this form).

Do not complete Part II unless you have already been granted an automatic 3-month extension on a previously filed Form 8868

Part I Automatic 3-Month Extension of Time. Only submit original (no copies needed)

A corporation required to file Form 990-T and requesting an automatic 6-month extension - check this box and complete Part I only ▶ [ ]

All other corporations (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

Electronic Filing (e-file). Generally, you can electronically file Form 8868 if you want a 3-month automatic extension of time to file one of the returns noted below (6 months for a corporation required to file Form 990-T). However, you cannot file Form 8868 electronically if (1) you want the additional (not automatic) 3-month extension or (2) you file Forms 990-BL, 6069, or 8870, group returns, or a composite or consolidated Form 990 T Instead, you must submit the fully completed and signed page 2 (Part II) of Form 8868. For more details on the electronic filing of this form, visit *www irs gov/efile* and click on *e-file for Charities & Nonprofits.*

Type or print	Name of Exempt Organization	Employer identification number
	COMMERCIAL REAL ESTATE WOMEN OF ATLANTA, INC.	58-1590093
File by the due date for filing your return See instructions	Number, street, and room or suite no If a P.O box, see instructions P.O. BOX 191546	
	City, town or post office, state, and ZIP code For a foreign address, see instructions. ATLANTA, GA 30119-1546	

Check type of return to be filed (file a separate application for each return)

[X] Form 990	[ ] Form 990-T (corporation)	[ ] Form 4720
[ ] Form 990-BL	[ ] Form 990-T (sec 401(a) or 408(a) trust)	[ ] Form 5227
[ ] Form 990-EZ	[ ] Form 990-T (trust other than above)	[ ] Form 6069
[ ] Form 990-PF	[ ] Form 1041-A	[ ] Form 8870

- The books are in the care of ▶ KARRIE WESTPHAL P.O. BOX 191546 - ATLANTA, GA 30119-1546
  Telephone No ▶ 404-471-1110 FAX No ▶
- If the organization does not have an office or place of business in the United States, check this box ▶ [ ]
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) ______ If this is for the whole group, check this box ▶ [ ] If it is for part of the group, check this box ▶ [ ] and attach a list with the names and EINs of all members the extension will cover

1 I request an automatic 3-month (6-months for a corporation required to file Form 990-T) extension of time until AUGUST 15, 2010, to file the exempt organization return for the organization named above The extension is for the organization's return for:
▶ [X] calendar year 2009 or
▶ [ ] tax year beginning ______, and ending ______

2 If this tax year is for less than 12 months, check reason. [ ] Initial return [ ] Final return [ ] Change in accounting period

3a	If this application is for Form 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits See instructions	3a	$
b	If this application is for Form 990-PF or 990-T, enter any refundable credits and estimated tax payments made Include any prior year overpayment allowed as a credit	3b	$
c	**Balance Due.** Subtract line 3b from line 3a. Include your payment with this form, or, if required, deposit with FTD coupon or, if required, by using EFTPS (Electronic Federal Tax Payment System) See instructions	3c	$ N/A

Caution. If you are going to make an electronic fund withdrawal with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions

• If you are filing for an **Additional (Not Automatic) 3-Month Extension, complete only Part II** and check this box ▶ [X]

Note. Only complete Part II if you have already been granted an automatic 3-month extension on a previously filed Form 8868

• If you are filing for an **Automatic 3-Month Extension, complete only Part I** (on page 1)

Part II Additional (Not Automatic) 3-Month Extension of Time. Only file the original (no copies needed)

Type or print

File by the extended due date for filing the return See instructions

Name of Exempt Organization
COMMERCIAL REAL ESTATE WOMEN
OF ATLANTA, INC.

Employer identification number
58-1590093

Number, street, and room or suite no. If a P O box, see instructions.
P.O. BOX 191546

For IRS use only

City, town or post office, state, and ZIP code. For a foreign address, see instructions.
ATLANTA, GA 30119-1546

Check type of return to be filed (File a separate application for each return).

[X] Form 990 [ ] Form 990-EZ [ ] Form 990-T (sec 401(a) or 408(a) trust) [ ] Form 1041-A [ ] Form 5227 [ ] Form 8870
[ ] Form 990-BL [ ] Form 990-PF [ ] Form 990-T (trust other than above) [ ] Form 4720 [ ] Form 6069

STOP! Do not complete Part II if you were not already granted an automatic 3-month extension on a previously filed Form 8868.

• The books are in the care of ▶ KARRIE WESTPHAL
P.O. BOX 191546 - ATLANTA, GA 30119-1546

Telephone No. ▶ 404-471-1110 FAX No. ▶

• If the organization does not have an office or place of business in the United States, check this box ▶ [ ]

• If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) ______ . If this is for the whole group, check this box ▶ [ ] . If it is for part of the group, check this box ▶ [ ] and attach a list with the names and EINs of all members the extension is for

4 I request an additional 3-month extension of time until NOVEMBER 15, 2010

5 For calendar year 2009 , or other tax year beginning ______ , and ending ______

6 If this tax year is for less than 12 months, check reason. [ ] Initial return [ ] Final return [ ] Change in accounting period

7 State in detail why you need the extension
THE INFORMATION NECESSARY TO FILE A COMPLETE AND ACCURATE RETURN IS NOT AVAILABLE AT THIS TIME.

8a	If this application is for Form 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	8a	$
b	If this application is for Form 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit and any amount paid previously with Form 8868.	8b	$
c	**Balance Due.** Subtract line 8b from line 8a. Include your payment with this form, or, if required, deposit with FTD coupon or, if required, by using EFTPS (Electronic Federal Tax Payment System) See instructions.	8c	$ N/A

Signature and Verification

Under penalties of perjury, I declare that I have examined this form, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete, and that I am authorized to prepar

Signature ▶ CPA Tit

The Lewis CPA Firm Inc.
115 Perimeter Center Place, NE
Suite #435
Atlanta, GA 30346-1275

Date ▶ 8-13-10