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Form **990-EZ****Short Form**
Return of Organization Exempt From Income Tax

OMB No 1545-1150

2011**Open to Public Inspection**Department of the Treasury
Internal Revenue Service

- Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code
(except black lung benefit trust or private foundation)
- ▶ Sponsoring organizations of donor advised funds, organizations that operate one or more hospital facilities, and certain controlling organizations as defined in section 512(b)(13) must file Form 990 (see instructions). All other organizations with gross receipts less than \$200,000 and total assets less than \$500,000 at the end of the year may use this form.
 - ▶ The organization may have to use a copy of this return to satisfy state reporting requirements.

A For the 2011 calendar year, or tax year beginning 7/01, 2011, and ending 6/30, 2012

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

C Chicago Chapter - Construction Specifications Institute
330 North Valley Road
Barrington, IL 60010

D Employer identification number 91-1999352

E Telephone number 847-382-1924

F Group Exemption Number

G Accounting Method ☒ Cash ☐ Accrual Other (specify)

I Website: www.chicago.csinet.org

J Tax-exempt status (ck only one) — ☐ 501(c)(3) ☒ 501(c) (6) (insert no) ☐ 4947(a)(1) or ☐ 527

H Check ☒ if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF)

K Check ☐ if the organization is not a section 509(a)(3) supporting organization or a section 527 organization and its gross receipts are normally not more than \$50,000. A Form 990-EZ or Form 990 return is not required though Form 990-N (e-postcard) may be required (see instructions). But if the organization chooses to file a return, be sure to file a complete return.

L Add lines 5b, 6c, and 7b, to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, line 25, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ. \$ 101,234.

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I.)Check if the organization used Schedule O to respond to any question in this Part I ☒

	1	2	3	4	5a	5b	5c	6a	6b	6c	6d	7a	7b	7c	8	9	10	11	12	13	14	15	16	17	18	19	20	21
1	Contributions, gifts, grants, and similar amounts received																											
2	Program service revenue including government fees and contracts		54,609.																									
3	Membership dues and assessments		36,955.																									
4	Investment income		95.																									
5a	Gross amount from sale of assets other than inventory																											
5b	Less: cost or other basis and sales expenses																											
5c	Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)																											
6	Gaming and fundraising events																											
6a	Gross income from gaming (attach Schedule G if greater than \$15,000)																											
6b	Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)								9,575.																			
6c	Less: direct expenses from gaming and fundraising events								6,275.																			
6d	Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)										3,300.																	
7a	Gross sales of inventory, less returns and allowances																											
7b	Less: cost of goods sold																											
7c	Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)																											
8	Other revenue (describe in Schedule O)																											
9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8										94,959.																	
10	Grants and similar amounts paid (list in Schedule O)																											
11	Benefits paid to or for members																											
12	Salaries, other compensation, and employee benefits																											
13	Professional fees and other payments to independent contractors										675.																	
14	Occupancy, rent, utilities, and maintenance																											
15	Printing, publications, postage, and shipping										22.																	
16	Other expenses (describe in Schedule O)										94,793.																	
17	Total expenses. Add lines 10 through 16										95,490.																	
18	Excess or (deficit) for the year (Subtract line 17 from line 9)										-531.																	
19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)										99,367.																	
20	Other changes in net assets or fund balances (explain in Schedule O)																											
21	Net assets or fund balances at end of year. Combine lines 18 through 20										98,836.																	

BAA For Paperwork Reduction Act Notice, see the separate instructions.

Form 990-EZ (2011)

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V ☐**33** Did the organization engage in any activity not previously reported to the IRS? If 'Yes,' provide a detailed description of each activity in Schedule O

	Yes	No
33		X

34 Were any significant changes made to the organizing or governing documents? If 'Yes,' attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O (see instructions)

34		X
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35a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?

35a		X
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b If 'Yes,' to line 35a, has the organization filed a Form 990-T for the year? If 'No,' provide an explanation in Schedule O

35b		
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c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If 'Yes,' complete Schedule C, Part III

35c		X
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36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If 'Yes,' complete applicable parts of Schedule N

36		X
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37a Enter amount of political expenditures, direct or indirect, as described in the instructions **37a** 0.**b** Did the organization file Form 1120-POL for this year?

37b		X
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38a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?

38a		X
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b If 'Yes,' complete Schedule L, Part II and enter the total amount involved**38b** N/A**39** Section 501(c)(7) organizations Enter**a** Initiation fees and capital contributions included on line 9**39a** N/A**b** Gross receipts, included on line 9, for public use of club facilities**39b** N/A**40a** Section 501(c)(3) organizations Enter amount of tax imposed on the organization during the year under section 4911 **N/A**, section 4912 **N/A**, section 4955 **N/A****b** Section 501(c)(3) and 501(c)(4) organizations Did the organization engage in any section 4958 excess benefit transaction during the year or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If 'Yes,' complete Schedule L, Part I

40b		
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c Section 501(c)(3) and 501(c)(4) organizations Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958**40c** 0.**d** Section 501(c)(3) and 501(c)(4) organizations. Enter amount of tax on line 40c reimbursed by the organization**40d** 0.**e** All organizations At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If 'Yes,' complete Form 8886-T

40e		X
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41 List the states with which a copy of this return is filed **None****42a** The organization'sbooks are in care of **Deborah Burkhart**Telephone no **960.8467** **312-832-0600**Located at **5349 N Winthrop #1 Chicago IL**ZIP + 4 **60640****b** 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)?

	Yes	No
42b		X

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

c At any time during the calendar year, did the organization maintain an office outside of the U S ?

42c		X
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If 'Yes,' enter the name of the foreign country.

43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 - Check here and enter the amount of tax-exempt interest received or accrued during the tax year

43		N/A
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44a Did the organization maintain any donor advised funds during the year? If 'Yes,' Form 990 must be completed instead of Form 990-EZ

	Yes	No
44a		X

b Did the organization operate one or more hospital facilities during the year? If 'Yes,' Form 990 must be completed instead of Form 990-EZ

44b		X
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c Did the organization receive any payments for indoor tanning services during the year?

44c		X
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d If 'Yes' to line 44c, has the organization filed a Form 720 to report these payments? If 'No,' provide an explanation in Schedule O

44d		
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45a Did the organization have a controlled entity of the organization within the meaning of section 512(b)(13)?

45a		X
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b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If 'Yes,' Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions)

45b		X
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46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If 'Yes,' complete Schedule C, Part I

	Yes	No
46		X

Part VI Section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts only. All section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts must answer questions 47-49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI ☐

47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If 'Yes,' complete Schedule C, Part II

	Yes	No
47		
48		
49a		
49b		

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If 'Yes,' complete Schedule E

49a Did the organization make any transfers to an exempt non-charitable related organization?

b If 'Yes,' was the related organization a section 527 organization?

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter 'None'

(a) Name and address of each employee paid more than \$100,000	(b) Title and average hours per week devoted to position	(c) Reportable compensation (Forms W 2/1099 MISC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation

e Total number of other employees paid over \$100,000 ▶

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter 'None.'

(a) Name and address of each independent contractor paid more than \$100,000	(b) Type of service	(c) Compensation

e Total number of other independent contractors each receiving over \$100,000 ▶

52 Did the organization complete Schedule A? **Note:** All section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A

▶ ☐ Yes ☐ No

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	Signature of officer <u>Deborah A. Burkhardt</u>		Date <u>1/21/13</u>	
	Type or print name and title <u>TREASURER DEBORAH A. BURKHART</u>			
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check ☐ if self employed
	Patrick McCann	<u>Patrick McCann</u>	<u>12/17/12</u>	PTIN <u>P00821877</u>
	Firm's name ▶	Dam, Snell & Taveirne, Ltd.		
	Firm's address ▶	21 Rollins Road Fox Lake, IL 60020		
		Firm's EIN ▶	36-3286666	
		Phone no	(847) 587-3022	

May the IRS discuss this return with the preparer shown above? See instructions

▶ ☒ Yes ☐ No

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

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

OMB No 1545 0047

2011

**Open to Public
Inspection**

Name of the organization **Chicago Chapter - Construction
Specifications Institute**

Employer identification number
91-1999352

Form 990-EZ, Part III - Organization's Primary Exempt Purpose

To be a professional association of persons involved in the construction industry
and to provide a medium at the local level for the advancement of the objectives
of the Construction Specifications Institute.

Form 990-EZ, Part III, Line 28 - Statement of Program Service Accomplishments

To host a trade show in March and participate in the June convention hosted by the
National CSI. The trade shows provide both educational seminars and a forum for
products/manufacturers to share their technology.

**Form 990-EZ, Part I, Line 16
Other Expenses**

Administrative	\$	34,445.
Bank service charges		743.
Certification comm. expenses		814.
Conferences, Conventions, and Meetings		14,315.
Consulting fee		150.
Contribution		550.
Education committee		6,834.
Insurance		949.
Meeting expenses		21,661.
Newsletter/website expenses		12,505.
Office Expenses		331.
Presidents fund		58.
Taxes/fees		10.
Telephone, fax, internet		454.
Travel		974.
Total	\$	94,793.

**Form 990-EZ, Part IV
List of Officers, Directors, Trustees, and Key Employees**

<u>Name and Address</u>	<u>Title and Average Hours Per Week Devoted</u>	<u>Compen- sation</u>	<u>Health Benefits & Contrib- ution to EBP & DC</u>	<u>Expense Account & Other Allowances</u>
Larry Nordin 625 N Michigan Ave, Ste 800 Chicago, IL	Vice President 0	\$ 0.	\$ 0.	\$ 0.
Stuart Berger 705 11th Street #313 Wilmette, IL 60091	Director 0	0.	0.	0.
Fernando Araujo 60 E Van Buren St, FL 14 Chicago, IL 60605	Director 0	0.	0.	0.
Nolan Day 35W460 Rockwell Avenue St Charles, IL 60174	Director 0	0.	0.	0.
Dan Smith 2106 Woodland Avenue Park Ridge, IL 60068	Secretary 0	0.	0.	0.
Michael Kipley 2225 Noyes Street Evanston, IL	Director 0	0.	0.	0.
Deborah Burkhart 5349 N Winthrop #1 Chicago, IL 60640	Treasurer 1	0.	0.	0.

Form 990-EZ, Part IV (continued)

List of Officers, Directors, Trustees, and Key Employees

Name and Address	Title and Average Hours Per Week Devoted	Compensation	Health Benefits & Contrib- ution to EBP & DC	Expense Account & Other Allowances
Pete Kovacik 758 Medwin Way Crown Point, IN 46307	President Elect 0	\$ 0.	\$ 0.	\$ 0.
Michael DeRouin 912 W Lake Street Chicago, IL 60607	President 0	0.	0.	0.
Patrick Duffy 283 Inverway Palatine, IL 60067	Director 0	0.	0.	0.
Jeff Tolle 541 South Street Barrington, IL 60010	Director 0	0.	0.	0.
Holly Hirsch 707 N Bradley Road Mettawa, IL 60045	Vice President 0	0.	0.	0.
Tabitha Ruiz 3123 N Seminary Avenue #1 Chicago, IL 60657	Membership off 0	0.	0.	0.
John Birazzi 333 South DesPlaines Street Chicago, IL 60661	Past President 0	0.	0.	0.
	Total	\$ 0.	\$ 0.	\$ 0.

**Application for Extension of Time To File an
Exempt Organization Return**

OMB No. 1545-1709

▶ **File a separate application for each return.**

- If you are filing for an **Automatic 3-Month Extension**, complete only **Part I** and check this box ☒
- 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

Electronic filing (e-file). You can electronically file Form 8868 if you need a 3-month automatic extension of time to file (6 months for a corporation required to file Form 990-T), or an additional (not automatic) 3-month extension of time. You can electronically file Form 8868 to request an extension of time to file any of the forms listed in Part I or Part II with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, which must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit www.irs.gov/efile and click on *e-file for Charities & Nonprofits*.

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

Enter filer's identifying number, see instructions

Type or print File by the due date for filing your return. See instructions	Name of exempt organization or other filer, see instructions	Employer identification number (EIN) or
	Chicago Chapter - Construction Specifications Institute	☒ 91-1999352
	Number, street, and room or suite number. If a P.O. box, see instructions	Social security number (SSN)
	330 North Valley Road	☐
	City, town or post office, state, and ZIP code. For a foreign address, see instructions	
	Barrington, IL 60010	

Enter the Return code for the return that this application is for (file a separate application for each return)

01

Application Is For	Return Code	Application Is For	Return Code
Form 990	01	Form 990-T (corporation)	07
Form 990-BL	02	Form 1041-A	08
Form 990-EZ	01	Form 4720	09
Form 990-PF	04	Form 5227	10
Form 990-T (section 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

- The books are in the care of ▶ Deborah Burkhardt

Telephone No. ▶ 312-832-0600

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

1 I request an automatic 3-month (6 months for a corporation required to file Form 990-T) extension of time until 2/15, 20 13, to file the exempt organization return for the organization named above. The extension is for the organization's return for

- ▶ ☐ calendar year 20 ____ or
- ▶ ☒ tax year beginning 7/01, 20 11, and ending 6/30, 20 12

2 If the tax year entered in line 1 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	\$	0.
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	3b	\$	0.
c Balance due. Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions	3c	\$	0.

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

BAA For Paperwork Reduction Act Notice, see Instructions.

Form 8868 (Rev. 1-2012)