

PREPARED FOR

ASCA and its state chapter affiliates
(SCAs)

PREPARED BY

SAX Advisory Group

DATE

5 October 2026

Form 990 Preparation: Pricing and Process

SAX Advisory Group, in collaboration with its partner Heath Chavis (IBC Group), has established the following pricing structure for Form 990 preparation and filing for SCAs.

Table 1. Form 990 preparation and filing fees, per return

RETURN TYPE	FEE (\$)
Form 990-N	500
Form 990-EZ	1,500
Form 990 (Full)	3,000

This is the pricing that may be shared with SCAs if asked; SAX Advisory Group will quote the same fees.

How a return is handled

1. The SCA notifies SAX that it requests the 990 to be completed using the outlined rate structure.
2. SAX notifies ASCA that it is handling the SCA return.
3. SAX completes and files the SCA return. SCAs must make any required payments to the IRS/state governments.
4. SAX notifies the SCA and ASCA that the return is filed and includes the SCA 990 return expense on its invoice to ASCA as a separate line item.
5. ASCA bills the SCA for the cost.

BILLING

SAX invoices ASCA; ASCA collects from the chapters.

We appreciate the collaboration with ASCA and its chapters. If you have any questions about the pricing or the process, please contact Shane Lease at slease@saxadvisorygroup.com.