



About the Commercial Receivers Association

The Commercial Receivers Association (CRA) was founded in 2021 with the purpose of connecting those active in the practice of commercial receiverships across the United States. The CRA is a registered 501c6 association that is registered in the State of Missouri. The Commercial Receivers Association is made up of attorneys, receivers, bankers, accountants, appraisers, auctioneers, and more that are active in the practice of commercial receivership. The association provides education, networking, and resources to its members through webinars, local meetings, an annual conference, and a member resource library. More information on the association can be found at www.commercialreceiver.org.

CRA's Revenue and Taxes

The CRA has three primary forms of revenue, membership dues, conference registrations, and sponsorships, although there are several forms of membership (corporate and individual, within individual there is attorney/advisor, banker, and student memberships). As of the end of 2023 the CRA had just under 200 members from roughly 30 states. In 2023 revenues were just under \$200,000.

Future Budgeted Estimated Revenues

- 2024 - \$506,650
- 2025 - \$623,030

In 2021 & 2022 the CRA filed form 990-N as revenues were under \$50,000.

Audit and Tax Filing Needs

The CRA is seeking a tax preparer that would perform audits and tax filings for the calendar years 2023, 2024, and 2025. Tax preparer may submit additional option year's pricing for 2026 and 2027.

The CRA is seeking a tax preparer that has significant experience working with national associations. Tax preparer should be able to provide insights and guidance regarding the taxes for the CRA and the significant growth the association continues to see.



Timeline*

March 18th, 2024 – Issue RFP

March 29th, 2024 – Questions Due

April 5th, 2024 – Responses to Questions

April 12th, 2024 – Notice of intent to submit a response due

April 30th, 2024 – Proposals Due

May 10th, 2024 – Selection Made/Announced

*The CRA reserves the right to adjust the timeline as necessary.

Scoring

The responses will be scored as follows with a maximum amount of points per category as listed:

Association Experience 45 points maximum

- Scoring will be based upon the team proposed, references provided, and listed experience with association clients

Price 45 points maximum

- Price will be scored against competitors with 15 points maximum being given per year (2023, 2024, 2025)

CRA Membership 10 points maximum

- Individual Memberships (up to 5) will be worth 1 point; Sponsorships or Corporate Memberships will be worth 5 points

Submittal Requirements

Proposals must include:

- Company name and primary contact for the CRA
- Experience with Associations
- Proposed scope of work



- Proposed team for at least 2023 taxes
- Proposed timelines for submittals
- Pricing by Year for 2023, 2024, and 2025
- Experience and understanding with the CRA
- At least 3 references