



FREQUENTLY ASKED QUESTIONS

What is the Trust's Federal EIN?

46-3109411

What is the Trust's DUNS #?

07-914-1967

What is the Trust's exemption date?

November 14, 2014

Does CultureTrust have a Commonwealth of PA Non-Procurement Vendor #?

Yes, please contact Alexa Sarkuni for that information.

Where can I access CultureTrust related forms (reimbursement, payroll submission, etc.)?

[The CultureTrust Online Toolkit](#)

I am completing a grant application and financial documents for the Trust are needed. Where can I find them?

[The CultureTrust Online Toolkit](#). Documents are listed under "Grant Attachments"

How can I set up a PayPal donate button on my project's website?

Contact [Alexa Sarkuni](#), our Business Operations Coordinator, and she will send you the necessary information.

When are payables due for processing?

The 1st and 15th of every month. Exceptions may apply due to holidays and other special circumstances

I am renting out a venue/public space for an event and need a Certificate of Insurance listing the venue/public space as "additionally insured". How do I obtain this?

Please contact [Alexa Sarkuni](#), our Business Operations Coordinator, four (4) business days in advance of the event with the name AND address of the party to be additionally insured along with the date/s of the event. Alexa will submit the COI request to our insurance company.