

MEMBERSHIP

SCPTA Local Unit Membership Report Form

A Unit is considered to have obtained 100% Membership if the total members enrolled equals or exceeds the school's 10th Day enrollment.

PTA/PTSA Name _____ National PTA ID # _____ Federal EIN _____
Name as indicated on your Bylaws or Charter See label on Local Unit Handbook Call SCPTA Office or District President

SCPTA District # _____ Council _____ School County _____ Bylaws Expire _____
Not school district, Call SCPTA or District President SC County where school is located See label on Local Unit Handbook

Local Unit President _____

Mailing Address _____

Phone Number _____ e-mail: _____

Local Unit Treasurer _____

Mailing Address _____

Phone Number _____ e-mail: _____

School Principal/Administrator _____

Mailing Address _____

School Phone Number _____ School FAX number: _____

The Membership year is April 1 – March 31. IRS regulations require that an official roll of PTA members be compiled annually. Please attach the list of names and addresses of members enrolled during that specific enrollment with each report unless you are using OMDR. If reporting membership by OMDR, please check here _____. Dues reported after Mar 31 are considered LATE and will reflect in next year's membership report.

Report Date	<input type="checkbox"/> Oct 1	<input type="checkbox"/> Dec 1	<input type="checkbox"/> Feb 17 (OPTIONAL)	<input type="checkbox"/> Mar 1	<input type="checkbox"/> Mar 31
School Enrollment _____					Faculty Enrolled This Report _____
<small>As of the 10th Day ask Attendance Clerk</small>					Non-Faculty Enrolled This Report + _____
Number of Certified Faculty _____					TOTAL Members This Report + _____
<small>Ask the Financial Secretary/Principal</small>					State Dues = \$1.00 National Dues = \$1.75 x \$2.75
TOTAL DUES THIS REPORT					= _____
SCPTA House Maintenance Fund Donation*					+ _____
Helen Stokes Memorial Scholarship Donation*					+ _____
Founders Day Donation* (*) Goals Sheet Items					+ _____
TOTAL ENCLOSED					= _____

LOCAL UNIT: PLEASE MAKE A COPY FOR YOUR RECORDS-FORWARD AN ORIGINAL REPORT WITH REMITTANCE. THANKYOU