

# Outstanding Local Unit Newsletter Award

**Publishing a PTA/PTSA newsletter is an excellent way to publicize your involvement in school and community.**

**Deadline: March 15, 2015** [Postmark date] Fax: 502-226-6610 or E-mail: [kentuckypta@bellsouth.net](mailto:kentuckypta@bellsouth.net)  
Mail this form to: Kentucky PTA, 148 Consumers Lane, Frankfort, KY 40601

**Please Copy this Form and Distribute to the Appropriate Person to Complete.  
The nominee must be a member of a PTA/PTSA "In Good Standing" as of October 15, 2014.**

NAME OF PTA/PTSA \_\_\_\_\_

School Enrollment \_\_\_\_\_ County \_\_\_\_\_ PTA District \_\_\_\_\_

Address \_\_\_\_\_  
Street/P. O. Box \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

School Telephone (\_\_\_\_) \_\_\_\_\_

Editor's Name \_\_\_\_\_ E-mail \_\_\_\_\_

Distribution Method  Mailed  Sent with Student  E-mailed (\_\_\_\_% of population) \_\_\_\_\_ Other \_\_\_\_\_  
Frequency  Monthly  Quarterly  Other \_\_\_\_\_

Name of PTA/PTSA President \_\_\_\_\_

Address \_\_\_\_\_  
Street/P. O. Box \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Day (\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

## All PTAs/PTSAs to be a unit in good standing MUST:

- Send at least one national and state dues payment (\$3.50 per member) to the Kentucky PTA office no later than October 15<sup>th</sup>;
- Send district dues to district treasurer or Kentucky PTA office as required;
- Send the PTA financial review form to the Kentucky PTA office by Aug. 15<sup>th</sup>;
- File 990 IRS Tax Form by Nov. 15 and mail a copy to Kentucky PTA;
- Send bylaws for approval by the Kentucky PTA every 5 years.

## LOCAL UNIT NEWSLETTER AWARD CRITERIA

1. PTA/PTSA pages may be part of a school newsletter. Other information is secondary.
2. Content will include
  - District, Kentucky & National PTA information
  - attractiveness
  - design
  - use of graphics
3. Submit at least three different newsletters from the current year in a folder with this form.
4. Entries must be identical to those distributed to readers.

### **Incomplete Applications Will Not Be Considered.**

**The submitting PTA or PTSA will be notified if they are a winner.**

*Kentucky*  
**PTA**<sup>®</sup>  
*everychild.onevoice.®*