

Required State and National PTA Dues Payment Form

Please make several copies of this form to use for dues payments throughout the year.

Dues payment dates: August 15 “Back to School” Dues; September 15 “Early Bird” Dues; October 15 “Required” Dues; and monthly thereafter.

This dues payment is for _____ (month).

At least one dues payment must be made by October 15 to be a unit in good standing.

You must be a unit in good standing to be eligible to participate in any PTA program (insurance, scholarships, Reflections, awards, etc.).

Complete this Form and Attach a Numbered List of the Names of Members Covered by this payment.

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

- Send at least one national and state dues payment to Kentucky PTA no later than October 15th;
- 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. 15th;
- File 990 IRS Tax Form by Nov. 15 and mail a copy to Kentucky PTA and Kentucky Attorney General; and
- Send bylaws for approval by Kentucky PTA every 5 years.

**Mail Completed Form and Check to: Kentucky PTA,
P. O. Box 654, Frankfort, KY 40602-0654**

Make check payable to “Kentucky PTA”

Your check must include both state and national dues

State dues are \$1.25 per member
+ National Dues are \$2.25 per member

TOTAL dues are \$3.50 per member

You may also use this form for Founders Day,
Scholarships and Quarters for Headquarters
Donations.

Date _____
Grades _____ to _____
County _____
PTA District _____

_____ Members @ \$3.50	\$ _____
Founders Day Gift	_____
Scholarship Donations	_____
Quarters for Headquarters	_____
TOTAL	\$ _____

Name of PTA/PTSA _____

Name of President _____

Address _____

Street/P. O. Box	City	State	Zip
Telephone Day (____) _____	Evening/Cell (____) _____		
E-mail _____			

Name of Treasurer _____

Address _____

Street/P. O. Box	City	State	Zip
Telephone Day (____) _____	Evening/Cell (____) _____		
E-mail _____			

Note #1: It is the treasurer’s responsibility to send state and national membership dues to the Kentucky PTA office by the monthly dues dates with a numbered list of members attached to this form.

Note #2: The membership chair must provide the treasurer with the list of names of members.

Note #3: Membership cards are distributed at the beginning of the school year, based on a PTAs/PTSAs number of members the previous year. To receive more membership cards, a PTA/PTSA must submit dues payment and may request extra membership cards from Kentucky PTA 502-226-6607.

At the end of the membership year, all unused membership cards must be returned to Kentucky PTA.

Note #4: State and national dues must be paid in a timely manner, that is by the next monthly due date after receipt.