



LOCAL UNIT DUES REMITTANCE STATEMENT

DEADLINE 12/1, 3/1, 6/30

Date Rec'd _____

Check # _____

Date _____

Amount _____

For units to be in good standing, dues must be received, postmarked by December 1, in the State Office. Membership dues should also be submitted on March 1 for memberships paid on or after December 1, and June 30 for memberships paid on or after March 1.

When remitting dues to the State Office, State and National membership dues should be included in one check payable to Virginia PTA in the amount of \$2.50 per individual (National \$1.75/member and State \$.75/member). It is the responsibility of Virginia PTA to remit dues to National PTA monthly. Please pay council dues directly to the council.

Please mail check and form to: Virginia PTA
1027 Wilmer Avenue
Richmond, VA 23227-2419

Questions: (804) 264-1234

National ID No. _____ EIN No. _____

Complete Name of Local PTA/PTSA _____

School Address _____ City _____ Zip _____

Local PTA/PTSA President _____ Email _____

Address _____ City _____ Zip _____

City or County _____ PTA District _____

Local PTA/PTSA Treasurer _____ Email _____

Address _____ City _____ Zip _____

Phone _____ Signature of Treasurer _____

WHEN REMITTING DUES TO THE STATE OFFICE, PLEASE PROVIDE THE FOLLOWING INFORMATION:

This payment covers dues received from _____ to _____

Amount charged for local unit dues per individual is: \$ _____

The total of these should equal your total membership reported below.

For these classifications, the parents/guardians can be any member who is not considered a student or staff/faculty.

_____ Number of female members

_____ Number of male members

PTA Founders Day Gift \$ _____

_____ Number of student members

_____ Number of staff/faculty members

Enter the number of members _____ x \$2.50/member = \$ _____ **Total Remitted \$** _____

A COPY OF YOUR MEMBERSHIP LIST IS NOT REQUIRED AT THIS TIME; HOWEVER, IT MUST BE ACCURATELY MAINTAINED BY YOUR UNIT AS IT MAY BE REQUESTED AT ANY TIME.

FOR STATE OFFICE USE ONLY		
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