

PTA/PTSA Unit Membership Report

School Year: _____

Information and payment must be in the Oklahoma PTA Office by **October 31st** of the current school year or the unit will **NOT** be in good standing.

*The first report of the school year and payment for memberships to date must be received in the state office **no later than October 31st** for a unit to be considered "in good standing" with the State PTA and National PTA. If after the first report you do not have any new members, you do not need to send in this report. However, if you add members after the October 31st date, other dates to submit reports and payments are: **January 31st, March 31st, and June 30th.***

Mail to: Oklahoma PTA, 2801 N. Lincoln Blvd., Suite 214, Oklahoma City, OK 73105
Fax: 405-681-0736 Email: director@okpta.org Phone # 405-681-0750

School District: _____

Full Name of PTA/PTSA Unit: _____ Council (if applicable): _____

EIN (Tax ID #): _____ National ID#: _____

Number of members being reported as of:

Amount of check (# of members x \$4.00) \$ _____

OKPTA receives \$1.75 and NPTA received \$2.25. NOTE: OKPTA will forward the correct portion to National PTA.

Total # of Students Enrolled as of October 1: _____

Principal's signature required on October 31st report (see section below).

I, _____, (Principal's Name) do verify that the above listed school has a student enrollment of _____ students. This number was reported to the State Department of Education on October 1st of the indicated school year.

Principal's Signature

Date

This information is REQUIRED only for the OCTOBER 31st membership report.

Report Submitted By: _____

Mailing Address: _____

E-mail Address: _____

PTA Position: _____

Make check payable to **Oklahoma PTA**. Please keep a copy of this completed form for your records.

If additional membership cards are needed, contact OKPTA office.