

# PTA DUES REPORT

TEXAS PTA  
 408 W. 11th St.  
 Austin, Texas 78701-2113  
 512.476.6769 or 1.800.TALK PTA

Please attach Label ID here

Did you...

- Make copies of your membership list for President, Secretary, Treasurer and Membership Chairman?
- Make copies of this report form for future use?

Date: \_\_\_\_\_  
 Name of PTA: \_\_\_\_\_  
 Person Submitting Report: \_\_\_\_\_  
 Address: \_\_\_\_\_

\*PTA Unit#: \_\_\_\_\_  
 School District: \_\_\_\_\_  
 PTA Title: \_\_\_\_\_  
 City: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 Telephone Number: (\_\_\_\_) \_\_\_\_\_

**USE THIS BOX TO COMPUTE DUES PAYMENT**

(#) \_\_\_\_\_ regular members @ \$3.00 each      \$ \_\_\_\_\_

(#) \_\_\_\_\_ TexasLife Members @ \$1.75 each      \$ \_\_\_\_\_

(#) \_\_\_\_\_                      **TOTALS**                      \$ \_\_\_\_\_

Please send \_\_\_\_\_ additional membership cards.

Send email notification once dues are processed.

Email Address: \_\_\_\_\_

**Use a PTA check or money order for dues.** Make checks payable to Texas PTA. Envelopes, *The Voice* orders, etc. **must** be paid with a separate check. **HELPFUL HINT:** Mail your membership list and check by certified mail, return receipt requested, especially if your check is for a large amount.

\* Refer to your "Local Unit Fact Sheet" for this number.

Have you included the following?

- A list of Texas Life Members and regular members with addresses
- Your check for dues (be sure your check has all required signatures)
- THIS FORM (should be reproduced as needed)
- Current president's name, address and telephone number included on membership roster

**OFFICE USE ONLY**

# Regular	# Life	Total

Comments:

CHECK MONEY ORDER	
#	
PTA	Overpayment
Dues Year	Batch #

Date Received: