



IOWA PTA LOCAL UNIT MONTHLY DUES REMITTANCE FORM

3/2024 MD

Monthly submission of dues is recommended. The annual State and National PTA membership period is July 1 – June 30. More information on Membership can be found in the Running Your PTA section of the Iowa PTA website at www.iowapta.org.

When remitting dues to the State Office, annual **State and National** membership dues should be included in one check payable to Iowa PTA in the amount of **\$4.75 per individual** (*National \$2.25/member and State \$2.50/member*). The Iowa PTA remits dues directly to National PTA monthly. Questions? Please email us at info@iowapta.org.

Please mail check and this form to: [Please Review Website For Current Address](http://www.iowapta.org).

Please **email your current membership** in an excel spreadsheet to info@iowa.org using the [Iowa PTA Local Unit Membership Roster](http://www.iowapta.org). If unable to submit electronically, contact info@iowa.org.

Complete Name of Local PTA/PTSA _____
Mailing Address _____ **City** _____ **Zip** _____

President _____ **Phone** _____
Email _____

Treasurer _____ **Phone** _____
Email _____

Signature of Treasurer _____ **Date:** _____

PLEASE COMPLETE THE FOLLOWING INFORMATION:

Have you filed your IRS Form 990, 990-EZ, or 990-N for the Current fiscal year? ☐ Yes ☐ No
Have you completed the PTA/PTSA audit for the most recent fiscal year? ☐ Yes ☐ No
Did you send a copy of both forms to the state PTA office? ☐ Yes ☐ No
Did you submit a copy of the PTA/PTSA membership list as required? ☐ Yes ☐ No

This payment covers dues received from: Membership Year ☐ _____ Late Dues for ☐ _____

☐ Jul ☐ Aug ☐ Sep ☐ Oct ☐ Nov ☐ Dec ☐ Jan ☐ Feb ☐ Mar ☐ Apr ☐ May ☐ Jun

Total # of members _____ **x \$4.75/member = \$** _____

IOWA PTA OFFICE USE ONLY

Date Received _____ Check # _____ Check Amount \$ _____ # of New Members _____

Errors found: No _____ Yes _____ Amount \$ _____

Unit Person Contacted _____ Date Contacted _____
Explanation _____

Amount Returned \$ _____ Iowa PTA check # _____ Iowa PTA Staff Initials _____