**STATE AND NATIONAL DUES PAYMENT FORM**

Use this form for **MEMBERSHIP DUES, SCHOLARSHIP DONATIONS AND FOUNDER’S DAY GIFTS ONLY**

All PTA/PTSA are legally required to send membership dues payments to the state office **MONTHLY**, as collected. State and National dues are not to be used as funds for local units or considered part of the local unit’s budget. **For ALL PTA programs, including Reflections, Scholarships and other PTA programs, dues must be paid monthly (and bylaws updated and approved by the State Office within [3] years years).** (This refers to membership dues NOT County Council dues, which may have a separate due date).

Each person joining your local unit PTA/PTSA automatically becomes a member of the state and national associations. The total amount per member is $3.50 (state portion of a member’s due is $1.25; the national portion is $2.25).

Please complete all sections of this form so that your payment is accurately credited to your local PTA unit.

<table>
<thead>
<tr>
<th>National PTA ID #</th>
<th>Example 8 digits in length: 01234567</th>
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</table>

**Full Name of PTA:**

**PTA Address:**

**City:**

**Zip:**

**County:**

**School Telephone #:**

**President’s Name:**

**Phone #:**

**Email:**

**Treasurer’s Name:**

**Phone #:**

**Email:**

**Date Submitted:**

**Total # of New Members ________ @ $3.50 $_________**

**PTA Founders Day Gift $_________**

**TOTAL Amount Enclosed $_________**

Please make checks payable to Florida PTA and mail to:

**Florida PTA**

**1747 Orlando Central Parkway**

**Orlando, FL 32809**

- **PLEASE NOTE:** There is a $35.00 fee for any returned check. Due to reporting requirements we **CANNOT** refund membership overpayments.

As of May 1st each year, PTAs that have not paid any dues will be considered inactive and appropriate action will be taken. Any dues received after May 1st, will not be credited to the current membership year for award purposes.

For **Florida PTA membership awards reporting only**, the deadline for final dues payment to Florida PTA is May 1, 2020.

**Questions?** Phone: 407-855-7604 x304 | Toll Free: 800-373-5782

email: membership.data@FloridaPTA.org | Web: www.FloridaPTA.org