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The Governmental Accounting Standards Board (GASB) Statement #39 requires school districts to consider the financial activities of all parent teacher organizations, booster clubs, foundations and other fund-raising entities for inclusion in the district's financial statements.

In order to determine whether financial information for these groups must be included, it is necessary to gather data regarding the financial activities of the PTA/Booster/PTO must be included in the annual financial report.

This information is needed no later than September 30. Keep in mind that external auditors who prepare the district's audit may require additional information.

Name of organization: \_\_\_\_\_

What is the activity of your PTA/Booster Club/PTO?

What is your organization's Tax ID number?

What is the date of your IRS Letter of Determination?

What is the total amount of funds in your organization's bank?

As of what date?

What is your organization's fiscal year end?

Does your organization's gross receipt normally exceed \$25,000 per year? Yes No  
(IRS defines "gross receipts" as all revenues generated before subtracting any expenses.)

If yes to above, did you file a Form 990 and Schedule A last year? Yes No  
Date filed:

What are the annual contributions to the school district and/or students?

I confirm that the information provided on this form is accurate to the best of my knowledge.

\_\_\_\_\_  
Printed name and title

\_\_\_\_\_  
Phone number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date