



Cover Submittal Form for Local Unit Membership Report

Date _____ Colorado PTA Region _____ Council _____

Student Population (i.e. K-5, 6-8, K-12, PK, etc.): _____ or Community

School District: _____ Type School: Public Private

Charter Early Childhood

PTA/PTSA Unit Name _____

PTA/PTSA Address / Zip _____

Name of Membership Chair (or President, if applicable) _____

Home Address / Zip _____

Home Phone _____ E-mail _____

School information

- Total number of **full time** Staff at school _____
- Total Student enrollment this year _____

Unit Membership Report: [NOTE: A member may be counted in only one (1) category]

- Number of **Parent** members on this report _____
- Number of **Staff** members on this report _____
(Includes all **full time and part time** certified and classified personnel)
- Number of **Community** members on this report _____
- Number of **Student** members on this report _____

In an effort to better know our state's PTA member representation, please provide the following:

- Total number of **Male/Female** members on this report _____ Male _____ Female
- 1. Number of new Individual Memberships this report _____ x \$ 6.25 = \$ _____
- 2. Number of new Business Partners this report _____ x \$10.00 = \$ _____

ENCLOSED [TOTAL 1 + 2] = \$ _____

INSTRUCTIONS:

- Mandatory membership reports are due to the Colorado PTA office postmarked no later than **October 1 and February 1**. Additional membership reports may be sent to the Colorado PTA office as needed.
- If your PTA is not using memberplanet to manage its membership, mail this report with the payment and email the Membership Listing report.
- If your PTA is using memberplanet to manage its membership, mail just this report with the payment.
- Check made payable to "Colorado PTA" [**with two signatures**] must accompany this report or invoice.