

DONATIONS TRANSMITTAL FORM



Purpose:

Use this form to send donations from the Local Unit PTA to the State PTA office.

Instructions:

- Make copies of this form as needed.
- Fill in the information requested below. Please print.
- Write one check (or money order) for all forms submitted at the same time.
- Remember, your PTA check must have two signatures.
- Submit this form along with payment. Keep a copy of this form for your records.
- **Make checks payable and mail to Georgia PTA, 114 Baker Street, NE, Atlanta, GA 30308-3366.**

| | | | |
|----------------|---------|-----------------|-----|
| Date | | Local Unit ID # | |
| District | Council | PTA Name | |
| Contact Person | | PTA Position | |
| Address | | | |
| City | | State | Zip |
| Cell Phone | | Home Phone | |
| Email | | | |

Endowment Fund Donations

| | | |
|----|---|--|
| \$ | Alice McLellan Birney Endowment Fund Donation | The annual interest from this fund supplements Georgia PTA's operating budget. |
| \$ | Memorial Fund (\$25.00 minimum donation) | In Memory of: |
| | | Send Certificate to: |
| | | Address: |

Other Donations

| | | |
|----|--|--|
| \$ | Georgia PTA Scholarship Fund (\$25.00 donation suggested) | Your donations provide the sole funding for the scholarships awarded to graduating seniors. |
| \$ | Founders Day Donations | Your donations further the work of the PTA. |
| \$ | Reflections (\$15.00 donation suggested) | Your donations provide the sole funding for student awards given to state level Reflections winners. |
| \$ | Donations to help other units attend training offered by Georgia PTA | Your donations provide grants for local unit or council PTAs in need to attend Convention Leadership Training. |

\$ _____ **Total Donations (Please submit only one check.)**

Signature of President or Treasurer: _____

| | |
|--|-------------------------------|
| FOR OFFICE USE ONLY: | |
| Amount Received \$ _____ | Date Received _____ |
| <input type="checkbox"/> Check/Money Order # _____ | <input type="checkbox"/> Cash |