

## Membership Due Dates & Awards

**1. California State PTA's membership year runs from July 1 to June 30th.** The dates below are California State PTA due dates for district PTAs and are "received in the state office" due dates.

**2. Each unit PTA must adhere to the due dates set by their council PTA or district PTA.** Councils and districts set their own due dates in order to meet the State deadlines. Fill-in the lines below with information you receive from your council PTA or district PTA.

**3.** Please note there has been a bylaw change for all PTAs effective as of July 1, 2011: Remittances of "per capita" should be forwarded by every PTA at least monthly. ("Per capita" means per person & is the portion of membership dues not belonging to the unit PTA.)

**4. All remittances of "per capita" are sent through "channels".** The unit PTA remits to the council PTA (if in a council) or to the district PTA. The council PTA remits to the district PTA. The district PTA remits to California State PTA. California State PTA remits to National PTA.

5. The various awards from California State PTA are described below. (The Early Bird and Chairman's Club awards have been retired beginning in 2011-12.) Council PTAs and district PTAs are also encouraged to set their own awards and recognitions.

Membership per capita (dues)	Due Date to COUNCIL PTA	Due Date to DISTRICT PTA	Due date to STATE PTA
Ready Set Remit Award (30 memberships)	_____	_____	<b>Oct. 30</b>
<b>Last day to remit a minimum of 15 memberships to be "in good standing"</b>	_____	<b>Nov. 15</b>	<b>Dec. 1</b>
Memberships remitted to qualify for any recognitions at convention	_____	_____	<b>March 15</b>
Final remittance for year-end awards	_____	_____	<b>June 30</b>

Membership Awards for unit PTAs	Due Date to COUNCIL PTA	Due Date to DISTRICT PTA	Due Date to STATE PTA
<b>Ready Set Remit Award - 30 Members</b>	_____	_____	<b>Oct. 30</b>
Certificates from California State PTA will be distributed through district PTAs to each unit PTA that remits per capita dues for 30 or more members, through PTA channels (unit to council, to district, to state) to arrive in the California State PTA office from the district PTA by October 30. No application is required.			
<b>Membership &amp; Outreach (Spotlight Award)</b>	_____	_____	<b>Feb. 1</b>
<i>Membership and Outreach</i> are part of the PTA Spotlight Award application. Awards will be presented at the annual California State PTA Convention. An application must be completed and received in the California State PTA office by February 1. Units must qualify for the Ready Set Remit Award in the year they apply in order to be eligible for a Spotlight award.			
<b>100% Membership Award</b>	_____	_____	<b>June 30</b>
Certificates from the California State PTA will be distributed during the summer through district PTAs to each unit PTA that remits per capita dues for memberships equal to or exceeding their school enrollment. No application is required.			
<b>Membership Challenge</b>	_____	_____	<b>June 30</b>
The membership challenge for the following year is announced at the annual convention. Units may be recognized at the annual California State PTA Convention (if they qualify by March) but award certificates will be mailed after the year-end (June 30th) to district PTAs to distribute to all units qualifying by June 30. No application required.			