

# 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 <b>sole</b> 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 <b>sole</b> 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: \_\_\_\_\_

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