

BYLAWS SUBMITTAL FORM FOR UNITS AND COUNCILS

PLEASE ATTACH THIS FORM TO EACH SET OF BYLAWS SUBMITTED FOR APPROVAL

In-council units SUBMIT TO: Your council parliamentarian

Council parliamentarian and out-of-council units SUBMIT TO:

Linda Morgan, Parliamentarian

Thirty-Third District PTA

PO Box 1235 Lakewood, CA 90714

Email: pta33rdparliamentarian@gmail.com

BYLAWS FOR: Unit: _____
Council: _____
District: Thirty-Third District PTA, Inc.
Organization Date: _____
California State PTA ID #: _____ National PTA ID #: _____
EIN #: _____ FTB #: _____
Registry of Charitable Trust #: _____
Incorporation # (if applicable): _____
Fiscal Year: July 1st to June 30th

ENCLOSED IS:

- ONE (1) ORIGINAL DOUBLE-SIDED SET OF BYLAWS WITH STANDING RULES,
- FOUR (4) DOUBLE-SIDED COPIES OF THE SIGNATURE PAGES, AND
- A \$5.00 CHECK PAYABLE TO "THIRTY-THIRD DISTRICT PTA" (bylaws copying charge) *

FOR: (check all that apply)

- New unit New council Organization Date: _____
- Update to most current edition without changes
- Change of Status/Name Change (District PTA to attach COS form signed by district president)
- Mandatory update required to reinstate charter/recognition
- Proposed amendments as listed on page 2 of this form
- Additional standing rules attached as required Unit/council has no additional standing rules

FROM: Unit parliamentarian's name: _____
Address: _____
Phone: (____) _____ Email: _____

Council parliamentarian's Name: _____
Address: _____
Phone: (____) _____ Email: _____

Date Submitted to Council (for unit use only): _____ Date Submitted to District (for council use only): _____

* \$5.00 is optional during the Interim Bylaws Submittal Process, which means you only need to pay if you would like for Thirty-Third District PTA to provide you with hard copies of your bylaws.

