

**PARENT SUPPORT ORGANIZATION  
APPLICATION FOR APPROVAL**  
(PTA, PTSA, PTO, PTSO & BOOSTER CLUBS)



As an organization we have **attended the Parent Support Organization District training**, agree to abide by the By-Laws of our organization, and follow District Guidelines for Operation, while we strive to improve our children’s educational opportunities where support is needed.

Name of Organization: \_\_\_\_\_ School: \_\_\_\_\_  
 Renewal **OR**  New Organization Taxpayer ID#: \_\_\_\_\_

**Required Documents:**

- 1) Copy of By-Laws **and** Standard Operating Rules
- 2) Documentation of filing with the Arizona Corporation Commission (**confirmation documentation required**)
- 3) Documentation of filing of Form 990 with IRS (**confirmation documentation from the IRS required**)
- 4) Most recent Treasurer’s Report **and** a bank statement **OR** Annual Audit Report
- 5) Revenue (July 1, 2022 to June 30, 2023) \_\_\_\_\_ Expenses (July 1, 2022 to June 30, 2023) \_\_\_\_\_  
*Please indicate the amounts for the previous school year: (this information is required by GASB No. 39)*

**OFFICERS:**

Name \_\_\_\_\_  
 Office Held \_\_\_\_\_  
 Signer on Bank Account  YES  NO  
 Exp. of Volunteer/Fingerprint Status \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Email \_\_\_\_\_

Name \_\_\_\_\_  
 Office Held \_\_\_\_\_  
 Signer on Bank Account  YES  NO  
 Exp. of Volunteer/Fingerprint Status \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Email \_\_\_\_\_

Name \_\_\_\_\_  
 Office Held \_\_\_\_\_  
 Signer on Bank Account  YES  NO  
 Exp. of Volunteer/Fingerprint Status \_\_\_\_\_  
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 Email \_\_\_\_\_

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Name \_\_\_\_\_  
 Office Held \_\_\_\_\_  
 Signer on Bank Account  YES  NO  
 Exp. of Volunteer/Fingerprint Status \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Email \_\_\_\_\_

\_\_\_\_\_  
 President Signature Date

\_\_\_\_\_  
 Vice President Signature Date

\_\_\_\_\_  
 Treasurer Signature Date

\_\_\_\_\_  
 Secretary Signature Date

Principal’s Signature: \_\_\_\_\_  
 Signature Date