

It's Coming....

# The Big Membership Turn In!

Mark your calendar for Wednesday, October 5, 2011

North Area Schools	8:00 a.m. – 8:15 a.m.
South Area Schools	8:15 a.m. – 8:30 a.m.
Central Area Schools	8:30 a.m. – 8:45 a.m.
West Area Schools	8:45 a.m. – 9:00 a.m.

(before the regularly scheduled Torrance Open Council Meeting at the  
Toyota Auto Museum- 19600 Van Ness Ave. at Toyota Way)

This is the day **ALL** units must send one representative to turn in **ALL** per capita membership dues received to date. Units remit the 'per capita' portion (the portion not retained by the unit) as follows:

If your dues are....	
\$5.00 remit	\$5.00 per member
\$5.50 remit	\$5.10 per member
\$6.00 remit	\$5.20 per member
\$7.00 remit	\$5.40 per member

In addition to the membership you are collecting at your school, Council PTA is also soliciting memberships on your behalf. Memberships solicited for your school are attached to this email in an excel file. You will **ADD** this to the memberships you have obtained thus far. *Example: You have 500 memberships you've received at your unit. Council obtained 12 on your behalf. You will remit payment for 512 members at the Big Turn In Wednesday, October 6th.*

Many units bring a blank check that day so Council can make sure the amount is correct. If you wish to do so we're happy to help. If you would rather bring a completed check that's fine too! Remember: Remittance of per capita dues is transitory money, and does NOT need to be prior approval by your PTA (see <http://www.capta.org/sections/finance/budget.cfm>)

**NEW THIS YEAR!!** You will **NOT** need to provide cards for Council solicited memberships!! I will take care of all cards for memberships received through the Torrance Council. If your unit has personalized membership prizes, letters, or thank you cards, you can get those to me and I'll make sure all your new members receive them.

If you are unavailable that day, you may send your president or financial officer to the Big Turn In. We will do our best to have you in and out as quickly as possible. *Every unit MUST attend!!*

This is the only Big Turn In of the year. Going forward, your president will remit dues monthly at the regularly scheduled council meetings. Your duty is to make sure your membership totals match your deposits and your treasurer's monthly reports, making sure you and your unit receive all the credit you've worked so hard for!!

**Remember: Big Turn In Day, Oct 5th.  
Bring a Blank Check or a Check payable to Torrance Council of PTAs.**

See you then and **THANK YOU** for your continued efforts for a wonderful membership campaign

Nicki Gerdes  
Torrance Council of PTAs, Membership

**PTA Membership, Reach for the Stars!!**