

TREASURER FAQs

June 4, 2018

- OTHER TREASURERS

Join the MCCPTA Treasurers E-list by sending email to: mccpta_treasurers-subscribe@yahoogroups.com

- MCCPTA TREASURER:

treasurer@mccpta.org

Q&A Resources

- Maryland PTA
(www.mdpta.org, FORMS menu):
Cash Encounters
Forms & Instructions
Sample Reports Guide
Treasurer's Timeline
- Bylaws
- Insurance & Loss Prevention Guide

Your most important references

What is a raffle?

A lottery in which the prize is won by one of numerous persons buying chances.

- 50/50 Raffle: No permit, as long as the prize does not exceed \$300.
- Other raffles: Apply for a Montgomery County permit at least 30 days before, Fee=\$80
- Same for Bingo (Fee=\$50)

Can my PTA have a raffle? Yes!

Yes and no! (Sorry)

NO:

- Sales & Use Tax Exemption Certificate: Show this to vendors/retailers and do not pay sales tax. (Ex: pens from Staples)
- Sales & Use Tax Registration: Used to purchase items from a vendor tax-free for *resale*, accompanied with *blanket resale certificate* (Ex: t-shirts, yearbooks) [Close this, you don't need it anymore. See later slide.]

Sales Tax? Does my PTA pay?

Yes and no! (Sorry, again)

No:

- If you're having a bake sale, selling t-shirts, other items, for example. PTAs do not have to remit sales tax.

Yes:

- When selling items for a third-party vendor (Scholastic), but the *vendor* should remit the tax (make sure it's in the contract!) Some Scholastic reps are confused on this, but the company is not!

Sales Tax? Does my PTA collect?

No, not anymore!

- Prior to about 2013, PTAs were not sales tax exempt.
- Many PTAs had Sales & Use Tax Accounts with the state.
- If you never closed it, you need to report.
- Close it! Comptroller's Office: 410-260-7890.

Do I report \$0 sales tax quarterly?

No! (Illegal! Tax fraud!)

- Purchase the item and pay for it, using your sales & use tax exemption certificate.
- Grant the item to the school, following instructions in *Cash Encounters*.

My PTA is making a purchase for the school, can we use their tax exempt certificate?

Yes, but . . .

Your school likely has one, and you can use that if you are having Movie Night at the school. The MPCL Umbrella License is for the facility. Many community centers also have them.

Do I need a license for Movie Night?