

## Membership Mini Fact Sheet

1. Cards may be purchased in any quantity.
2. Cards will be sold at Caddo District General Meetings.
3. Please contact Membership Chair at least a 1 day in advance of when cards are needed.
4. Cost **\$4 per card**
5. Checks made payable only to **LOUISIANA PTA**, **NOT** Caddo District PTA.
6. Payment due at time of purchase. Cards will **NOT** be mailed or delivered without having received payment first.
7. One card must be issued to every person who joins.
8. A PTA may charge more than \$4 per membership and retain the difference.
9. Card purchases are **NON-REFUNDABLE** & may not be carried over to the following school year.
10. School enrollment figures are established on October 1 and are used to compute various membership awards.
11. A minimum purchase of 30 membership cards is required to meet the membership portion of a "unit in good standing." (See [Louisiana PTA Resource Guide](#) for other requirements).
12. **All Board Members** at your school must be a member.
13. Achievement of various distinction; 100% faculty, 100% faculty and staff, and 100% membership, must be reported to the District Chairperson by March 15.
14. Membership awards are given at the District Awards Meeting and at the State Convention.