

**Ninth District**  
**PTA**  
*everychild. one voice.®*

6401 Linda Vista Road, Annex A, San Diego, CA. 92111-7319 (858) 268-8077 office@ninthdistrictpta.org

**2021/2022 DUE DATES**

*\*The following dates are Ninth District PTA due dates. (Exceptions: IRS, FTB, AG and AIM)*

*Council should set due dates reflective of the time required to process unit remittance and forward remittance to Ninth District by the district due date. If Out of Council remit directly to Ninth District PTA.*

<b>MEMBERSHIP DUES</b>		<b>DUE DATE</b>
2021/2022 Membership Award Qualification		October 20
2021/2022 Membership remittance of per capita dues (Minimum 1 <sup>st</sup> 15 members)		November 15 <b>Membership remittance is due monthly.</b>
Final Installment of per capita membership dues for 2021/2022		May 31 if TOTEM June 15 if by check
<b>INSURANCE</b>		<b>2020/2021</b>
2021/2022 Insurance Premium Due (Unit \$258 Council \$178)		November 15
2021/2022 Workers Compensation Annual Payroll Report <a href="#">Information HERE</a>		Send reports directly to AIM, California State PTA's insurance broker. <ul style="list-style-type: none"> <li>• <a href="#">Online report form</a></li> <li>• <a href="#">Video</a></li> </ul>
<b>GOVERNMENT AGENCY REQUIRED RETURNS</b>		<b>FILING FOR 2021/2020</b>
2020/21 <b>IRS 990/990EZ or 990N</b> Information Return		Due to governmental entity, 4 months and 15 days after *fiscal year end. (*See bylaws)
2019/20 <b>FTB 199 or 199N</b> Information Return		Due to governmental entity, 4 months and 15 days after *fiscal year end. (*See bylaws)
2019/20 <b>Attorney General (AG) RRF-1 and CT-T1</b> Information return		Due to governmental entity, 4 months and 15 days after *fiscal year end. (*See bylaws)
<b>Upload copies of all reports and filings to MYPTEZ, and through channels, to Ninth District PTA</b>		November 15
<b>FINANCE FORMS</b>		<b>2020/2021 Year End Reports and 2021/2022 Reports</b>
2020/21 Year End Financial Report		October 15
2020/2021 End of Year Audit - January 1 thru June 30		October 15
2021/2022 Mid-Year Audit - July 1 thru December 31		April 15
2021/2022 Adopted Budget		October 15
<b>ANNUAL HISTORIAN REPORTS FOR</b>		<b>2021/2022</b>
Calculate all volunteer hours for the year from July 1 thru June 30. Project ahead and estimate as closely as possible the number of hours volunteers will spend in PTA activities through June 30.		May 1
<b>ROSTER OF OFFICERS</b>		<b>2022/2023</b>
Unit and council officers. Please provide the following: Officer title, name, home address, email address, home and cellular phone numbers.		May 1

*\*Materials/remittances are to be received in the Ninth District PTA office on or before the date specified.*

*\*Units must observe council due dates. All remittance is through PTA channels: Unit PTA to Council PTA, Council PTA to District PTA, and District PTA to State PTA. If Out of Council remit directly to Ninth District PTA.*

***Please upload copies of all reports and filings to MYPTEZ, and/or through channels, to Ninth District PTA.***