



## Important Due Dates

Item	Due Date
Incoming/New Officers Form	As soon as the new officers are elected, but no later than <b>September 30</b>
Audit	No later than <b>September 15</b>
990	Due to the IRS by <b>November 15</b> , with either an electronic acceptance or a copy of the complete form due to Kansas PTA by <b>November 15</b> .
Dues Remittance Forms	<b>Monthly</b> , along with the unit's membership listing.  Early Bird membership award deadline is October 1. Final deadline for membership awards is March 1 each year.

Please mail or email all forms to the Kansas PTA office.

Mail:  
715 SW 10<sup>th</sup> St.  
Topeka, KS 66612

Email:  
kansaspta@gmail.com