

Dues Increase Sample State PTA Announcement Letter (If the Dues Increase is Approved)

This sample letter has been developed for state PTAs to use to send to district, council, region and local leaders after the National PTA Convention & Expo if a National PTA dues increase is approved. This sample letter was developed using a Sept. 1, 2019 implementation date. If the implementation date changes, please adjust the letter accordingly.

Remember: Print on state congress PTA letterhead

Send to: PTA leaders – District, Council, Region and Local

Goal: To educate the PTA leaders on the outcome of the proposed dues increase

Possible attachments/links: Membership Application Template, Membership Dues Remittance Form

Monday, June 24, 2019

Dear PTA Leader,

As a valued PTA leader, I would like to share the outcome of the National PTA membership dues increase, voted on by the delegates at the National PTA Convention & Expo in Columbus, Ohio, Thursday, June 20, 2019. The delegates passed an increase of **[\$X.XX]** and the new dues increase will go into effect on Sept. 1, 2019 **[DATE]**.

Members in your PTA, who join or renew for the 2019-2020 year prior to Sept. 1, 2019, will pay the old National PTA dues price of \$2.25. These memberships must be submitted to the state PTA no later than **[ENTER DATE - based on state PTA being able to then submit the dues to National PTA no later than the fifth business day of September, which is September 9th]**. In turn, the state PTA will submit the dues to National PTA no later than the fifth business day of September, which is Sept. 9th.

For all PTA memberships sold on or after Sept. 1, 2019, please start collecting dues based on the new National PTA dues amount of **[\$X.XX]**. I have attached **[or enter in a link]** an updated membership application template and membership dues remittance form. **[If members join online adjust this above as needed.]**

Please remember to update your PTA's bylaws, policies, documents, trainings, financial pieces, website, social media sites as necessary. An updated copy of your bylaws, per the standards of affiliation **[remove if not applicable]** must be received by the state PTA no later than **[enter date]** to stay in compliance.

If you need any help or guidance, please reach out to **[enter person's name/contact info or email address etc.]**.

Regards,

[enter SP name]

[enter state congress name] President