



**2024-2025 APPLICATION FOR GOVERNING BOARD APPROVAL
BLUE RIDGE UNIFIED SCHOOL DISTRICT
PARENT SUPPORT ORGANIZATIONS**

Name of Organization _____ School _____

Related Student Organization /Club _____ Taxpayer I.D. No. _____

2024 - 2025 Officers

Name: _____

Office Held: _____

Address: _____

Phone(s): _____

e-mail: _____

Date taking office: _____

Name: _____

Office Held: _____

Address: _____

Phone(s): _____

e-mail : _____

Date taking office: _____

Name: _____

Office Held: _____

Address: _____

Phone(s): _____

e-mail: _____

Date taking office: _____

Name: _____

Office Held: _____

Address: _____

Phone(s): _____

e-mail: _____

Date taking office: _____

☐ **Formal Non-Profit PLEASE ATTACH:**

1) Last fiscal year I.R.S. Form 990 Annual Report

2) Most recent treasurers financial report

3) Most recent bank statement

4) Last FY AZ Corp. Comm. Annual Report

5) Current Operating Bylaws

6) I.R.S. Determination Letter (if new)

7) Articles of Incorporation (if new)

☐ **Informal Non-Profit PLEASE ATTACH:**

1) Current operating bylaws

2) Most recent treasurer's financial report

3) Most recent bank statement

Has a bank account been established? ☐ Yes ☐ No

Are two (2) signatures required on the account? ☐ Yes ☐ No

Are the bylaws reviewed annually? ☐ Yes ☐ No

Is there a Budget Plan in place? ☐ Yes ☐ No

Member meetings are held how often? _____

Executive meetings are held how often? _____

As officers, we hereby agree to abide by the bylaws of our organization, attend annual District-provided Parent Support Group financial training, and to follow the District's Guidelines for Operation and Financial Responsibility while we strive to improve our children's educational opportunities where support is needed.

Officer's Signature

Date

Officer's Signature

Date

Officer's Signature

Date

Officer's Signature

Date

Principal's Approval: _____

Date Approved

Disclaimer: The District assumes no responsibility for the accuracy of any information provided by the Parent Organization submitting this form. Documents provided by the Parent Organization will be kept on file at the District Office solely for the convenience of the organization.

Forward Completed Form to the Chief Financial Officer