

## BYLAWS SUBMITTAL FORM FOR UNITS AND COUNCILS

**ATTACH THIS FORM TO EACH SET OF BYLAWS SUBMITTED FOR APPROVAL**

This form may be duplicated as needed.

**TO:** Parliamentarian  
California State PTA  
2327 L Street  
Sacramento, CA 95816-5014

**BYLAWS FROM:** Unit \_\_\_\_\_  
Council \_\_\_\_\_  
District \_\_\_\_\_  
Organization Date \_\_\_\_\_  
California State PTA ID # \_\_\_\_\_  
National PTA ID # \_\_\_\_\_  
EIN \_\_\_\_\_  
Franchise Tax Board # \_\_\_\_\_  
Registry of Charitable Trust # \_\_\_\_\_  
Incorporation # \_\_\_\_\_  
Grade Level \_\_\_\_\_  
Fiscal Year \_\_\_\_\_  
Date Submitted to District \_\_\_\_\_  
Date Submitted to State \_\_\_\_\_

**ENCLOSED IS** \_\_\_\_\_ **ONE (1) ORIGINAL SET OF BYLAWS WITH STANDING RULES AND**  
\_\_\_\_\_ **FOUR (4) SIGNATURE PAGES FOR:**

- New Unit       New Council      Organization Date \_\_\_\_\_
- Update to current standard bylaws without changes
- Change of Status/Fiscal Year – Original form signed by district president attached
- Proposed amendments as listed on page 2
- Additional standing rules attached as required     Unit/council has no additional standing rules

**FROM:** District # \_\_\_\_\_ Parliamentarian: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: (\_\_\_\_\_) \_\_\_\_\_  
Email: \_\_\_\_\_

