

Fundraising

General Fundraising Guidelines

Fundraising is basically anything you need to fill out a form to order

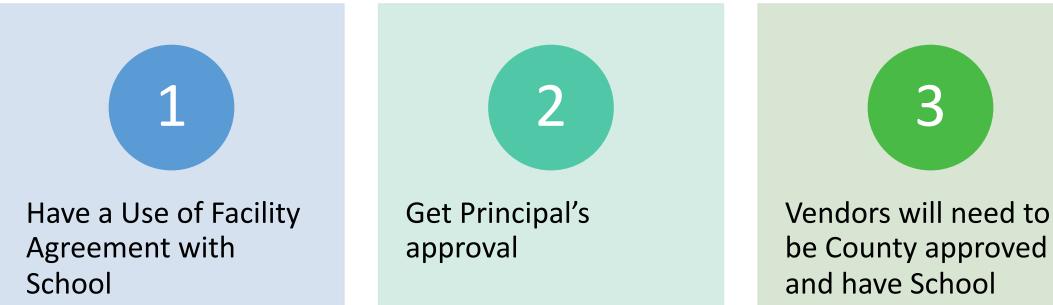
Age Appropriate

Separate PTA/PTSA and School Fundraisers 3-1 Rule – 3 Programs for every 1 Fundraiser

Plan Ahead

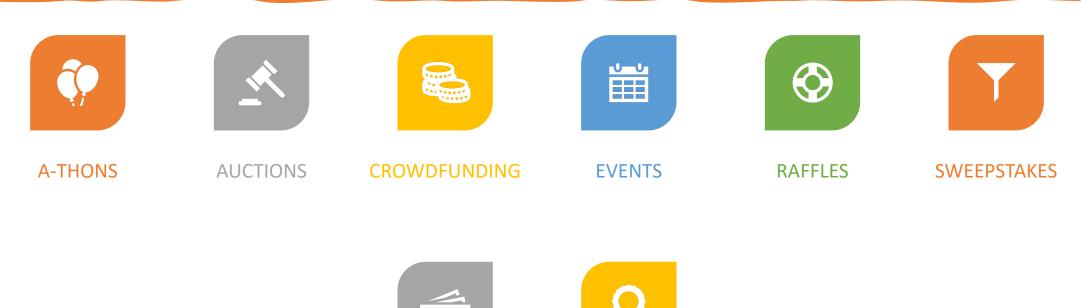
Attend Florida PTA Conference July 21-24, 2022

Be Sure to Fall in School Guidelines



board listed on insurance

Memberhub Fundraising





FUNDRAISERS

FUNDRAISER PRIZES

Tracking your Fundraising Expense

Keep a copy of any contracts signed.(President should be the one to sign)

Be sure to have original receipts

All income is counted by 2 people

All expenses review by 2 people and checks have 2 signers

Accurately record all income and expense for each fundraiser

Report fundraising expenses on your 990EZ or 990 form



Form W-9 (Rev. October 2018) Department of the Treasury Internal Revenue Service		Request for Taxpayer Identification Number and Certification > Go to www.irs.gov/FormW9 for instructions and the latest information.			Give Form to the requester. Do not send to the IRS.		
	Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Business name/disregarded entity name, if different from above						
Print or type. See Specific Instructions on page 3.	One-k appropriate box for derait tax classification of the person whose name is entered on line 1. One-k following seven boxes. Individualizede proprietor or			Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) Exemption from FATCA reporting code (if any)			
	Other (see ins		(Applies to accounts maintained outside the U.S.) name and address (optional)				
	6 City, state, and 2	; street, and apt. or suite no.) See instructions. IP code	requester's name an	o aodress	(optional)		
	7 List account number(s) here (optional)						
Par Enter	your TIN in the ap	yer Identification Number (TIN) propriate box. The TIN provided must match the name given on line 1 to av	oid Social secu	rity numb	er		

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid	Social security number		
backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to get a			
71N, later.	or		
Note: If the account is in more than one name, see the instructions for line 1. Also see What Name and	Employer identification numb		
Number To Give the Requester for guidelines on whose number to enter.			
Part II Certification			

Under penalties of perjury, I certify that

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and

 I am of subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.

3. I am a U.S. citizen or other U.S. person (defined below); and

4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to baskup withholding because you have failed to report all interest and dividend on your tax return. For real estate bransactions, them 2 does not apply. For mortgape interest paid, acquation or abandomment of secured property, cancelation of debL, contributions to an individual reterement anargement (RN), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TNK. See the instructions for Part II, later.

Here	Signature of U.S. person ►	Date ►		
General Instructions		Form 1099-DIV (dividends, including those from stocks or mutual funds)		
Section references are to the Internal Revenue Code unless otherwise noted.		 Form 1099-MISC (various types of income, prizes, awards, or gross proceeds) 		
Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.ins.gov/FormW9.		 Form 1099-B (stock or mutual fund sales and certain other transactions by brokers) 		
		 Form 1099-S (proceeds from real estate transactions) 		
Purpose of Form		· Form 1099-K (merchant card and third party network transactions)		
informatio	ual or entity (Form W-9 requester) who is required to file an in return with the IRS must obtain your correct taxpayer ion number (TIN) which may be your social security number	Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)		
	lividual taxpayer identification number (ITIN), adoption	 Form 1099-C (canceled debt) Form 1099-A (acquisition or abandonment of secured property) 		
taxpayer identification number (ATIN), or employer identification number				
	eport on an information return the amount paid to you, or other portable on an information return. Examples of information	Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.		
	clude, but are not limited to, the following. 199-INT (interest earned or paid)	If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.		
	Cat. No. 10231X	Form W-9 (Rev. 10-2018		

When you would need a W-9

 Some places may require a W-9 when you are booking a spirit night or other activity. Once you provide a W-9, this becomes a donation from the business and not a fundraiser you need to record

https://www.irs.gov/pub/irs-pdf/fw9.pdf

Go Fund Me

Go Fund Me fundraisers are allowed but only if this is for a program or purchase that will benefit the whole school

Restrict the funds if amount is not met and you need to roll over

You cannot use this for an individual.

https://floridapta.org/media/2020/08/GoFundMe-INFO-NATIONAL-PTA.pdf

Contact Us Any Time

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