Silsbee Independent School District
Booster Club/PTO Registration & Approval

To: _____ **Location**: _____
(Principal or Administrator Name) (School or Department Name)

Name of Organization: _____

Purpose of Organization: _____

Student Group to be Supported: _____

Faculty Sponsor for Club: _____

Current Number of Parent Supporters: _____

I agree with the following statements:

- I have spoken with the faculty member who will serve as the Sponsor of the Booster Club/PTO and have received his/her permission to submit this registration form.
- I have read the Booster Club/PTO Guidelines thoroughly and agree to abide by the rules and guidelines it contains.
- I understand that noncompliance with any District policy or criteria may result in the disbanding of the Booster Club/PTO by the Principal or the Administrator.
- I have included a copy of our club's bylaws and IRS 501(c)(3) determination letter.
- I have included a current list of proposed officers or representatives with names, titles, mailing addresses, phone numbers, and e-mail addresses with this registration form. We agree to send an updated list every time there is a change of officers to the Campus and Director of Business & Finance.

Submitted by:

_____/____/____ _____/___/___
(President/Representative #1) Date (Vice President/Representative #1) Date

Contact phone: ( ) _____

_____/____/____ _____/___/___
(Treasurer/Representative #3) Date (Secretary/Representative #4) Date

_____/____/____
(Sponsor) Date

For District Use Only
Received by: _____ **Date Received:** _____/_____/_____

Silsbee Independent School District
Booster Club Registration & Approval Form

APPROVAL OF BOOSTER CLUB: I, _____
(Principal or Administrator Name)

_____ at _____
(Position) (School or Department Name)

authorize _____ to conduct student and

organizational related activities for the benefit of _____
(Student Group)

This registration approval is effective for the school year beginning _____ and
(School Year)

will continue until such time as the Booster club no longer exists.

_____/____/_____
Principal or Administrator Signature Date

DISAPPROVAL OF BOOSTER CLUB: I, _____
(Principal or Administrator Name)

_____ at _____
(Position) (School or Department Name)

Do not authorize _____ to become a Booster Club.
(Booster Club Name)

_____/____/_____
Principal or Administrator Signature Date

- **The <u>original</u> form should be sent to a representative of the Booster club shown on the first page of this form.**
- **Please make copies of BOTH PAGES of this form & send along with a copy of your bylaws and a copy of your 501(c)(3) determination letter to:**
  - The Sponsor
  - The Principal or Administrator

  After the principal/administrator has approved the booster club/PTO, the principal will send a copy of this form, your bylaws, and 501(c)(3) determination letter to the Director of Business & Finance for final approval.