



Beaufort County School District
 Booster Club and Other Support Organization Registration Form
 _____ School Year

The Beaufort County School District requires that all PTO's, PTA'S, Booster Clubs, and other support organizations register with the district by submitting this form to the Finance Dept at the address below by September 30, 2024. An updated copy of this form should be submitted during the school year if any of the report information changes.

School Name: _____

Name of Booster Club/Organization: _____

Mailing Address: _____

Name of Student Activity supported by organization: _____

Organization's fiscal year end: _____

Officers:	Name & Email Address	Address	Phone Number	District Employee	
President	_____	_____	_____	Yes	No
	_____	_____	_____		
	_____	_____	_____		
Vice-Pres.	_____	_____	_____	Yes	No
	_____	_____	_____		
	_____	_____	_____		
Secretary	_____	_____	_____	Yes	No
	_____	_____	_____		
	_____	_____	_____		
Treasurer	_____	_____	_____	Yes	No
	_____	_____	_____		
	_____	_____	_____		

Date Officers were elected: _____
 The officers listed above are responsible for all reporting requirements for the current year. Please note that if any of the above changes a new Registration Form must be submitted.

Federal Tax ID Number: _____
 SC Secretary of State Public Charity ID Number: _____
 Yearly Date that By-Laws were recognized and accepted at a public meeting: _____
 Date your annual budget was approved: _____ (must attach copy of Budget)
 Filing date of last Secretary of State annual report _____
 Filing date of last IRS form 990 _____

- Attachments required with this statement:
1. Federal Tax ID Number
 2. By-Laws
 3. IRS 501(c)(3) Determination Letter & most recent Form 990
 4. Copy of current registration with the SC Sec of State
 5. List of Board Members & Contact Information (other than officers listed)
 6. Annual Budget & most recent financial report
 7. Proof of Insurance

*Please indicate the custodian of financial records with an asterick.