

Bakersfield City School District
BOOSTER/PARENT CLUB ORGANIZATION INFORMATION
Fiscal Services Department

Name of Organization: _____

Board Members/Officers: Name, Address and Phone Number (PLEASE PRINT OR TYPE)

President

Name Phone Number

Address City Zip Code
School Staff? Yes/No
Account Signor? Yes/No

Vice President

Name Phone Number

Address City Zip Code
School Staff? Yes/No
Account Signor? Yes/No

Secretary

Name Phone Number

Address City Zip Code
School Staff? Yes/No
Account Signor? Yes/No

Treasurer

Name Phone Number

Address City Zip Code
School Staff? Yes/No
Account Signor? Yes/No

Bank Name: _____

Booster account address with the bank: _____

Booster account signors who are not booster board members or officers:

1. _____

2. _____

3. _____

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Has your organization completed the Internal Revenue Service Form 1023 and Franchise Tax Board Form FTB3500 to receive tax exempt status? _____ YES _____ NO

If yes, please submit a copy of the "Letter of Determination."

List your organization's Federal Employer Identification Number _____

Will your organization be using District Facilities? _____ YES _____ NO

Will your organization be selling or distributing food items? _____ YES _____ NO

If yes, please give details _____

* Booster/Parent Club is responsible for their own tax status and accounting.
* The ability of Booster/parent Clubs to solicit students to help in their activities is limited by Ed. Code Section 51520.
* All disbursements from Booster/Parent Club funds must be done by check and signed by two (2) officers. **NO SCHOOL PERSONNEL MAY SIGN CHECKS.**
* All Booster/Parent Clubs automatically grant to the District the right to audit their financial records at any time either by District personnel or by a CPA.
* Any programs, fund raisers or other activities planned by Booster/Parent Clubs shall only be permitted if properly scheduled and calendared according to the rules of the sponsoring school.
* Booster club will carry a liability insurance in the amount equal to or exceeding the minimum determined by the District (*\$1 million per occurrence and 2 million in the aggregate for bodily injury and property damage*).
* Any authorizations granted under this regulation will be valid for one year from the date of such action. All requests to continue existence will require a reapplication and renewal of authorization by the District.

I have read and will comply with the above.

President

Date

Secretary

Date