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# LEDGER ORDER FORM

To the Treasurer -

Several years ago the Illinois PTA developed a ledger to assist the local unit or council treasurer in keeping financial records. When the ledger was first introduced, a copy was included in every PTA Money Matters Packet. Later, the mailing of the ledger was changed to include only those units or councils requesting a copy by completing a request form.

Those who have submitted a request form in the past will continue to receive a ledger each year, until such time as the state office is informed by the local unit or council that they would like to be removed from the list.

Since PTA boards change every year or two, and new treasurers are elected, we are again offering the ledger request form for those who are not on the current list.

Please complete the form below and return it, along with a \$6.95 shipping fee, to:

**Illinois PTA  
PO Box 907  
Springfield IL 62705-0907**

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Our PTA would like to request that an Illinois PTA Ledger be provided for keeping our PTA financial records.

PTA District #: \_\_\_\_\_

Name of PTA: \_\_\_\_\_

Treasurer: \_\_\_\_\_

Address of School: \_\_\_\_\_

City: \_\_\_\_\_ ZipCode: \_\_\_\_\_