



# Boerne ISD Booster Club/PTO Registration Request Form

This form must have all District approval signatures before proceeding to file as a Non-Profit 501(c)(3). Submit this form to the Principal's Office. *The campus principal will forward the approved form to the Business Office.* If approved, please send copies of the Bylaws, Charter, IRS Determination Letter, Federal Identification Number, and State of Texas Sales Tax Number to the Business Office for record keeping.

Proposed Organization Name: \_\_\_\_\_

School Affiliation: \_\_\_\_\_

Purpose for creating this group: \_\_\_\_\_

List the goals of this group:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name, Phone number, and Email of a contact for questions:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

The organization above is requesting approval to begin the process of becoming a 501(c)(3). Return the approved form to the Business Office. A copy will be sent to the organization and principal for their records.

\_\_\_\_\_  
Principal Date

\_\_\_\_\_  
Chief Financial Officer Date

\_\_\_\_\_  
Superintendent Date