



MRTA

Missouri Retired Teachers Association & Public School Personnel

MISSOURI RETIRED TEACHERS ASSOCIATION
and Public School Personnel
3030 DuPont Circle
Jefferson City, MO 65109

I.R.S. Filing Requirements – Tax Year 2011

MRTA Unit Name: _____

Reporting Officer Name: _____
(please print)

Region # _____

- Our MRTA Local Unit does not have a bank account and had no income or expenses in 2011. Please sign and complete contact information at the bottom of the page.
- Option 1. Our MRTA Local Unit wishes to report 2011 MRTA Local Unit transactions through the MRTA State Office (Parent Organization). **Please complete the bottom of this page and answer questions on page 2.**

NOTE: If your unit has a Federal I.D. Number, please provide that number if reporting through the MRTA State Office.

NOTE: If you have more than one account (e.g. regular checking, savings account, scholarship fund) please use a separate form for each account.

- Option 2. Our MRTA Local Unit will be filing a separate form 990 or 990N for 2011. We will not be reporting transactions to the MRTA State Office (Parent Organization). Please complete bottom of the form and return.

Name of Officer submitting information: _____

MRTA Title: _____ Date: _____

Contact Phone #: _____

Contact e-mail: _____

**FORM MUST BE COMPLETED AND POST-MARKED TO
MRTA STATE OFFICE BY FEBRUARY 28, 2012**



**MISSOURI RETIRED TEACHERS ASSOCIATION
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**I.R.S. Filing Requirements – Tax Year 2011
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OPTION 1 REPORTING PORTION

MRTA Unit Name: _____

Region # _____ **(please print)**
Federal I.D. # _____

NOTE: If your unit has more than one account (e.g. checking, savings, scholarship etc.), please use a separate form for each account.

January 1, 2011 Bank Balance _____

December 31, 2011 Bank Balance _____

Statement of Income during 2011

Can be consolidated by category, for example: (Membership Dues Collected; Fundraisers; Donations received, etc.)

Membership Dues Collected _____

Donations Received _____

Fundraisers _____

Interest earned _____

Meeting/Meals/Activities Income _____

Other, Please list _____

Statement of Expenses during 2011

Can be consolidated by category.

Donations Given _____

Scholarships Given _____

Meeting/Meals/Activities Expenses _____

Supplies (i.e. postage, paper, envelopes, photocopying) _____

Other, Please list _____