

Michigan PTSA Nomination Form News Media Award



Eligibility

PTA/PTSA council in good standing with the following submitted to the state office by February 28th

- Unit dues paid
- Bylaws up to date
- Minimum of 25 members (Local units only)
- Copy of budget
- Copy of audit

Nomination Form

- Typed in no smaller than 11 point for word processors or 12 pitch/elite for typewriter and attached to entry
- Signed with original signature of PTA/PTSA president or secretary and dated
- Correct Michigan PTSA ID number on Nomination Form

Statement

- Submitted on single-sided sheet(s) of 8 1/2" x 11" plain white paper

- Word processed or typed in black ink with standard 11-point font or 12 pitch/elite for typewriters
- Double-spaced with one-inch margins on all sides
- Council or unit name must appear at the top of each page along with page numbers

Supporting Material

- Newspapers: submit entire page with the story outlined with marker, arranged in chronological order
- Radio: submit an outline of materials used, include length of presentations, general attitude of announcer/interviewer and dates of presentation
- Television: submit an outline of materials used, include length of presentation, number and date of prepared announcements and copies of scripts, still pictures, etc. (if used)

Submission

Due by February 28th

- Original nomination form and statement along with **five additional copies of the set**
- No facsimiles (faxed copies) or e-mailed applications will be accepted

Local Unit or Council Name _____

Michigan ID # _____

PTA/PTSA President _____

PTA/PTSA President Address _____

City _____

State _____

Zip _____

() _____
Daytime Phone

() _____
Evening Phone

_____ Email Address

Media Type: Print Radio Television

_____ Editor/Station Manager Name

() _____
Phone

Signature of PTA/PTSA President or Secretary _____

_____ Date

Entries will be disqualified if the above requirements are not met, including signature.

Return nomination form and all required documentation by **February 28th** to:

Michigan PTSA

Att: Awards Committee

7402 Westshire Drive Suite 115

Lansing, MI 48917-8687

Phone: 517-622-4PTA Fax: 517-622-4788

For Office Use Only:

Unit Dues Pd _____ Budget Rec'd _____ Audit Rec'd _____

Bylaws Update _____ Total Members _____ Rec'd by _____