



School Support Organization Required Annual Paperwork

All School Support Organizations (SSO) are required to complete and submit paperwork annually:

- 1) File annual report w/ the TN Secretary of State Division of Business Services
- 2) File annual form(s) w/ the IRS (there are a few exceptions)
- 3) Submit annual paperwork to the Sumner County Board of Education -
Deadline is August 1st each year.
 - Annual Information Form,
 - Annual Financial Report,
 - SSO Annual Agreement (w/ completed verification form & checklist)
 - SSO Concessions or Parking agreement (if applicable)

The Sumner County Board of Education SSO annual paperwork and SSO information and training material can be found on the School Support Organization page of the Sumner County Schools website, under the Parents & Students tab.

www.sumnerschools.org