



# 2023-2024 State Plush

## Directions

Use this form to help prevent lack of contribution reporting by periodically sending the proceeds and contribution information from sold plush to MCUL before the April 20, 2024 final remittance date. **State law requires that PAC donations be submitted to us with the contribution information of every single donation made.** Please utilize the excel spreadsheet linked below to submit and track your contribution information. Additionally, ensure that all of your tellers selling plush animals are aware of the requirement to gather contribution information. The remittance dates below are suggested and required deadlines. A approved plush flyer should always be posted in the selling area.

### SEND-IN DATES

Suggested October 30, 2024

Suggested November 27, 2024

**\*Required\* December 15, 2024**

Suggested January 29, 2024

Suggested February 26, 2024

**\*Required\* March 25, 2024**

**\*\*\*FINAL DEADLINE: April 20, 2024\*\*\***

Mail your remittance checks to the address below and submit your contribution information at the link [HERE](#). At this link you will also find directions for submitting contribution information online. **Contribution information submitted via paper forms in the mail will no longer be accepted after September 29, 2023.**

PAC Remittance Page

Checks should be made out to: MCULAF  
Please mail your checks to:

Attn: PAC Accounting  
110 W. Michigan Ave. Suite 100  
Lansing, MI 48893

Please contact Maria Moore with any questions: [Maria.Moore@mcul.org](mailto:Maria.Moore@mcul.org) or 734-625-6789.