

AATSP Chapter Nonprofit Bank Account Signatories & Tax Identification EIN Number

The AATSP National Office and our AATSP Chapters all share the same EIN. All AATSP Chapter bank accounts must be listed as nonprofit bank accounts with the correct AATSP Tax Identification EIN Number and the AATSP Executive Director must be listed as a co-signer on the Chapter's bank account.

AATSP Tax Identification EIN Number (Nonprofit): 35-6004948

Sheri Spaine Long was appointed Executive Director for the American Association of Teachers of Spanish and Portuguese on July 1, 2018 and is currently serving as such.

All co-signer requests should be emailed to Sheri Spaine Long at spainelong@aatsp.org or paper copies may be mailed to:

Sheri Spaine Long
The American Association of Teachers of Spanish and Portuguese
2100 1st Avenue North Suite 320, Landmark Center
Birmingham, AL 35203-4213 USA

Sheri Spaine Long will sign electronic or mailed signature cards. She does not travel outside of Birmingham, Alabama to sign signature cards.

All AATSP Chapter banking accounts must have the current Chapter President, Chapter Treasurer, and the AATSP Executive Director listed as the main and co-signers on the Chapter bank account. It is recommended that the President Elect also be listed as a co-signer on the account.

If your AATSP Chapter has issues getting our Executive Director, Sheri Spaine Long, as a co-signer on your AATSP Chapter nonprofit bank accounts our Director of Financial Services, Kara Majchrowicz, can be your co-signer instead of Sheri at the following four banks: CHASE Bank, Bank of America, BMO Harris Bank, or Fifth Third Bank. Please contact Kara Majchrowicz to coordinate efforts at kmajchrowicz@aatsp.org. For PNC Bank, or any other banks, Sheri Long must still be added as a co-signer on your accounts.

The beginning and end of year bank statements and signature cards (Or a signed letter from your AATSP Chapter bank on bank letterhead listing main and co-signers) must be submitted with the chapter's annual AATSP Chapter reimbursement documents and forms. If your bank is unable to comply with the AATSP Chapter requirements, please contact our Programs Coordinator, Ashley Bradford Crow at abradford@aatsp.org so that she may work with your chapter to set up a new account with a different bank.

Please contact the bank where your AATSP Chapter bank account resides and confirm that the proper Officers and AATSP Executive Director/Director of Financial Services are listed before submitting your required annual paperwork.