GUIDE TO THE GO:

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2. District Meetings
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5. Citizenship Education Teacher Award
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8. Delegates to District/Department Convention
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1. COMMANDER’S MESSAGE:

“There are no great limits to growth because there are no limits of human intelligence, imagination, and wonder”

Ronald Reagan

Comrades, I’d like to thank you for your continued support. Another month has passed by. Have you accomplished all that you planned to do??? Just a reminder that time waits for no one (Post CDR, District CDR, or Department CDR). Please work on your membership this month, we as a Department stand at 91% and still need 29,970 more members to join or renew as I write this article. With winter on its way out its time to beat the bushes (recruit, reinstate, retain). Some of the nay Sayers say we can’t make 100%, I Think we can.

March is when we nominate officers for the next year (2016-2017). This is a serious undertaking, as those nominated and then elected in April will be the new leadership of the respective Post next year. I would urge any member that wants to take an active role in representing their Post to consider running for one of the elected offices. A Post is only as good as the leadership they elect. Do not elect someone just because they are your friend, elect someone that is going to do your Post and the VFW good, if this Organization is going to continue, if your Post is going to continue to be a productive Post in your Community than we need strong leadership. Please keep this in mind when you elect your 2016-2017 Post and District Officers.

I want all District Commanders to contact all the Post in their District by 22 March and see what their plans are to complete their reports and reach 100% in membership. Please provide HQ Staunton with the results and what your plans are to assist them NLT30 March. We are coming out of the 4th turn and heading down the home stretch, we don’t want to let any Post fall through the cracks. We have PDC Tom Hines and his crew if we need help with Recruiting, all you have to do is give us a call we can help you.

Yours in Comradeship,
Doug Keller
Department Commander
2. **DISTRICT MEETINGS:**

<table>
<thead>
<tr>
<th></th>
<th>Date</th>
<th>Time</th>
<th>Lunch</th>
<th>Meeting</th>
<th>Location</th>
<th>Rep</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>05/07/16</td>
<td>11:00 AM</td>
<td>to follow Meeting</td>
<td>Post 3219, Phoebus 122 E. Mellon St.</td>
<td>Rep:</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>05/14/16</td>
<td>12:00 Noon</td>
<td>1:00 PM</td>
<td>Post 4809, Tidewater 5728 Bartee Street, Norfolk</td>
<td>Rep:</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>04/09/16</td>
<td>10:00 AM</td>
<td>to follow Meeting</td>
<td>Post 7167, Warsaw 73 Washington Ave</td>
<td>Rep:</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>TBA</td>
<td>1:00 PM</td>
<td>To follow Meeting</td>
<td>Post</td>
<td>Rep:</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>05/21/16</td>
<td>12:00 Noon</td>
<td>To follow Meeting</td>
<td>Post 4637, Martinsville 2327 Old Chatham Road</td>
<td>Rep:</td>
<td></td>
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<tr>
<td>6</td>
<td>05/15/16</td>
<td>2:00 PM</td>
<td>to follow Meeting</td>
<td>Hosted by Post 9877</td>
<td>Rep:</td>
<td></td>
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<tr>
<td>7</td>
<td>03/13/16</td>
<td>11:30 AM</td>
<td>1:00 PM</td>
<td>Post 8613, Shenandoah 1103 Varina Ave</td>
<td>Rep: State Sr. Vice Commander</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>04/17/16</td>
<td>1:00 PM</td>
<td></td>
<td>Post 2524, Culpeper 12210 Sperryville Pike</td>
<td>Rep:</td>
<td></td>
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<tr>
<td>9</td>
<td>05/15/16</td>
<td>10:00 AM</td>
<td>12:00 Noon</td>
<td>Post 9696, Bluefield 131 Lovelane St.</td>
<td>Rep:</td>
<td></td>
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<tr>
<td>10</td>
<td>03/13/16</td>
<td>11:30 AM</td>
<td>1:00 PM</td>
<td>Post 8241, McLean 1051 Springhill Road</td>
<td>Rep: State Surgeon</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>05/14/16</td>
<td>11:30 AM</td>
<td>to follow Lunch</td>
<td>Post 8644, Bridgewater 118 Dry River Rd.</td>
<td>Rep: State Surgeon</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>05/14/16</td>
<td>10:00 AM</td>
<td>11:00 AM</td>
<td>Sponsored by Post 4301 Prime Steak House, Norton</td>
<td>Rep:</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>05/07/16</td>
<td>12:00 Noon</td>
<td>To follow Lunch</td>
<td>Post 10574, Colonial Beach 107 Hawthorne Ave</td>
<td>Rep: Doug Keller State Commander</td>
<td></td>
</tr>
</tbody>
</table>
3. AWARDS:

MEMBERSHIP PLAQUES will be presented at the State Convention to the Post with the largest membership increase in each category. The judging will be based on Membership as of May 13, 2016.

Category A – Posts with Membership of 10 thru 75
Category B – Posts with Membership of 76 thru 150
Category C – Posts with Membership of 151 thru 250
Category D – Posts with Membership of 251 thru 500
Category E – Posts with Membership of 501 or more

The minimum Post Membership increase Goal for the 2016 Membership – Awards Program is 1 member.

POST QUOTAS will be the Post Membership listed at National Headquarters on June 30, 2015.

The quota will NOT be reduced because of members who die, move out of the area in which the Post is located, or transfer to another Post.

A NEW POST will be assigned a Membership Quota of 30 members.

POST AWARDS

A LIFE MEMBERSHIP INCREASE PLAQUE and $200.00 will be awarded to one Post in each Category A thru E.

Category A – Posts with Membership of 10 thru 75
Category B – Posts with Membership of 76 thru 150
Category C – Posts with Membership of 151 thru 250
Category D – Posts with Membership of 251 thru 500
Category E – Posts with Membership of 501 or more

The Post with the greatest increase in Life Members by the day prior to awards judging will determine the Posts selected (must be at least 3 Members). The plaques will be awarded at the State Convention.

DRAWING FOR $500.00 CASH AWARD – There will be one (1) Post selected for this award. Post must meet their membership quota by the day prior to awards judging to be eligible. Drawing will be held on the day of awards judging.

A MEMBERSHIP RENEWAL PLAQUE – Will be awarded to each Post that renews ALL of the viable annual members on its unpaid list who were Continuous Members in the previous year. (Your deceased members and conversions to Life Membership will not count against your total).

POST RECOGNITION AWARDS

A POST MEMBERSHIP BANNER will be awarded to each Post that meets their 2015 Membership by June 30, 2016.

100% plus Post Commander and Quartermaster pins to Posts exceeding 100% by May 13, 2016.

Post Commander and Post Quartermaster Ball Cap to Posts who are 100% in membership by May 13, 2016.

Post with the largest increase of new Legacy Life Members by the day prior to judging will receive a check in the amount of $200.00.

2015-2016 ALL STATE TEAM

There can be a maximum of 30 Posts on The All-State Team.

The 30 All State Posts will receive an All State Post Banner.

For a Post to be eligible, it must have reached 100% plus of their Membership Quota by June 30, 2016

The Post Quartermaster must be bonded.

The Post must have been inspected by October 31, 2015.
The Post Commander must attend each District Meeting or have an authorized member attend.

The Post Commander or designated Post Officer must attend a Department or District School of Instruction.

All Audit Reports must be turned into State Headquarters as required by Section 218 of the National By-Laws and Manual of Procedure.

Posts with less than 50 members are not eligible for the All State Team. To be eligible the Post must increase their membership to 50 members. The Post will then be classified as 100%.

The Post must participate in the following programs.

Buddy Poppy Program purchase minimum of 5 poppies per member
Voice of Democracy Program (must submit a student to the District level for District judging)
Patriot’s Pen Program (must submit a student to the District level for District judging)
Teacher of the Year Program (must submit at least one Teacher to the District Level for District judging)
Department Map Fund (must make a $100.00 donation to Department MAP)
Have a Post Service Officer appointed.

The Post must have submitted the following reports at least once during the first half of the year (May 1 thru October 31) and once during the second half (November 1 thru April 30)
Hospital Report
Americanism Report
Community Activities Report
Safety Report
Youth Activities Report

Post must submit a Community Service Record Book for judging by 5pm on May 13, 2016.

Post will receive points for membership – When the Post has completed all the above programs, reports, and submitted Community Service Record Book, one fifth (1/5) of one (1) point will be assigned for each additional member above 100%.

Posts reported in 3 categories of Community Activities, 4 categories of Safety, 8 categories of Americanism and 4 categories of Youth Activities during the reporting period of May 1, 2015 through April 30, 2016 will receive a State Citation.

ALL STATE TEAM AWARDS

The All State Post Commanders that have met all the criteria including membership by May 13, 2016 will receive: A Citation; an All State cap; and an All State pin. A check in the amount of $300.00, to assist in payment of expenses while attending and participating at the State Convention, will be presented. Time of payment will be at the discretion of the Department Commander. The All State Commanders that met the criteria except for membership by May 13, 2016 and meets the membership criteria by June 30, 2016 will receive: A Citation; an All State cap; and an All State pin.

The All State Post Quartermasters that have met all the criteria including membership by May 13, 2016 will receive: A Citation; an All State cap; and an All State pin. A check in the amount of $300.00 to assist in payment of expenses while attending and participating at the State Convention will be presented. Time of payment will be at the discretion of the Department Commander. The All State Quartermasters that met the criteria except for membership by May 8, 2015 and meets the membership criteria by June 30, 2015 will receive: A Citation; an All State cap; and an All State pin.

The All State Commanders and All State Quartermasters that achieved All State status by May 13, 2016 will be individually recognized at the Awards Program during the State Convention. The Remaining All State Commanders and All State Quartermasters will be recognized at their next District Meeting.

From the All State Team, the Post with the highest points in the All State Judging on May 13th will be designated as the Outstanding Post of the Year 2015-2016. The Commander and Quartermaster of this Post will be the Captains of the All State Team.
The Awards and Citation Committee will break all ties and their decision will be final.

2015-2016 ALL STATE DISTRICT COMMANDERS

For a District Commander to qualify, the Commander must meet the following All State District Commanders criteria:

For a District to be eligible it must increase its membership by meeting its assigned membership quota by June 30, 2016

Membership Quota: minimum 100% Plus.

All Posts in the District must be inspected by 31 October, 2015.

Post Quartermasters, for all Posts in the District, must be properly bonded.

District Quartermaster must be properly bonded.

All Audit Reports, for the District and all Posts in the District, must be turned in to State Headquarters as required by the National By-Laws and Manual of Procedure.

All Posts in the District must report in these categories: Americanism, Community Activities, Safety, Youth Activities, and Hospital.

All Posts must have purchased Buddy Poppies.

District Commander must attend or have a designated elected district officer attend a State School of Instruction.

District must conduct a District School of Instruction prior or during its first District Meeting. State representative to the first District Meeting must report SOI on the District meeting report.

District must make a donation of at least $250 to Department Map program.

ALL STATE DISTRICT COMMANDERS AWARDS

Each All State District Commander will receive a Citation and an All State District Commander’s cap.

The All State District Commanders that achieved All State status by May 13, 2016 will be individually recognized at the Awards Program during the State Convention. The Remaining All State District Commanders will be recognized at their next District Meeting.

Each All State District Commander will receive a VFW Jacket if all Posts within the District are 100% or more in membership.

INDIVIDUAL MEMBERSHIP AWARDS

All individual recruiting awards will be awarded by using the National Recruiter Reports dated May 1, 2016.

An annual member who recruits 5 New or Reinstated Members will receive:

Annual Dues (National & Department portions) paid, for the current year, by the Department.

Name and membership number entered into a drawing for a Life Membership.

(For each additional 5 members recruited, an additional entry will be made in the Life Membership Drawing).

The drawing for the Life Membership listed above will be conducted on the day of awards judging.

A Life Member who recruits 5 New or Reinstated Members will receive:

Name and membership number entered into a drawing for one level of Legacy Life membership equal to $400.00 or $200.00 if already Bronze, Silver or Gold member.

(For each additional 5 members recruited, an additional entry will be made in the cash award drawing). The drawing for the Legacy Life Membership award listed above will be conducted on the day of awards judging.

All member who recruits 5 New or Reinstated Members will be entered into a drawing for:
Round trip airfare to the 116th National Convention.

Expense check in the amount of $599.00 to help defray expenses

(For each additional 5 members recruited, an additional entry will be made in the drawing). The drawing for this award listed above will be conducted on the day of awards judging.

An individual recruiter will also receive for:

15 New or Reinstated Members – a Pen and Key Chain Set.

25 New or Reinstated Members – a Department Aide-de-Camp Recruiting Award with engraved citation, an official cap and two tickets to the Department Convention Banquet.

THE SAMUEL B. DeVAUGHAN MEMBERSHIP AWARD is awarded to the member who recruits the most new and/or reinstated members of the 2015-2016 Membership Year and will receive the following:

Check in the amount of $300.00 to help defray expenses of the State Convention.

Department citation.

Distinctive cap and name badge

THE GEORGE C. DALBY AWARD is awarded to any Post member for outstanding participation in VFW programs. Rules for this contest are sent to each Post in the spring. Deadline for submission to State Headquarters is the day prior to awards judging. Post and District Commanders are excluded from this award. This award will be presented at the State Convention.

THE W. B. SHAFER, JR. MEMBERSHIP AWARD is awarded to the Post making the greatest percentage gain in membership as shown by the State Membership Report dated the day prior to awards judging. This award will be presented at the State Convention.

THE RICHARD A. (AL) GUAGER AMERICANISM AWARD is awarded annually and rules for this contest are sent to each Post in the spring. Deadline for submission to State Headquarters is by the day prior to awards judging. The award will be presented at the State Convention. Posts placing second through ten will receive a Department Citation.

THE GEORGE E. McCracken HONOR GUARD/COLOR GUARD AWARD is awarded to the most outstanding Post Honor Guard/Color Guard. Deadline for submission to State Headquarters is by the day prior to awards judging. This award will be presented at the State Convention.

THE W. I. WOODDELL MEMORIAL POST QUARTERMASTER AWARD is awarded annually to the Post Quartermaster who has shown outstanding dedication to his Post and the Department. The Post Commander must send in a nominating letter on why the Post Quartermaster should be considered for Quartermaster of the year. Submission must be received the day prior to the awards judging. The recipient is to be selected by a committee headed by the State Quartermaster. The award will consist of a custom-lettered citation, plus a check in the amount of $200.00 from the Department. This award will be presented at the State Convention.

THE ROBERT H. RINER AWARD is awarded to the District Commander with the highest percentage gain in membership over last year. Membership gain will be as shown by the State Membership Report dated the day prior to awards judging. This award will be presented at the State Convention.

WILLIAM T. (BILL) ALLEN HOSPITAL AWARD is awarded to Posts for their outstanding reporting in hospital work. Plaques for Categories A-E

Category A – Posts with Membership of 10 thru 75
Category B – Posts with Membership of 76 thru 150
Category C – Posts with Membership of 151 thru 250
Category D – Posts with Membership of 251 thru 500
Category E – Posts with Membership of 501 or more

The winning Posts will be determined by the State Hospital Chairman. These awards will be presented at the State Convention.
SCOUT AWARD The Scout selected for this award will receive a plaque and a check for $500.00. The award will be presented at the State Convention.

This competition is open to any Scout between the ages of 15 and 18 who is still in High School.

Each scout must submit his/her application to a VFW Post for sponsorship. The Post may select an Scout of the Year entry and submit the application to the District Scouting Representative, for judging, no later than March 15, 2015.

Each District may submit one (1) entry to the Department. Entry must be submitted no later than April 1, 2015.

Each Post participating in the Scout Program will receive a citation.

Department judging for this award will be conducted by the Department Scouting Committee. The Department’s winning entry will be submitted to National for judging.

COMMUNITY SERVICE RECORD BOOK should be kept from May 1, 2015 to April 30, 2016 for State judging. Plaques will be awarded to the top three (3) entries. Special Citations will be awarded to the fourth through tenth places; and all other entries not placing in the top ten will receive a citation. The top ten winners will be presented plaques/citations at the State Convention. One award from National will be presented for the top State entry.

In addition to the above awards, all Posts entering a Community Service Record Book will have a chance to win a monetary award in the amount of $200.00 if judged best overall entry in their respective membership category. One (1) check will be issued to each membership category.

Category A – Posts with Membership of 10 thru 75
Category B – Posts with Membership of 76 thru 150
Category C – Posts with Membership of 151 thru 250
Category D – Posts with Membership of 251 thru 500
Category E – Posts with Membership of 501 or more

NOTE: To receive the monetary award for a record book entry in any of the four categories a Post must be 100% in membership.

NOTE: Record Book entries may be used to help break any ties in the All State Team Judging. The amount of effort placed in preparing the entry will be considered.

BUDDY POPPY CITATIONS will be presented to the District Commander whose District purchased the most Buddy Poppies and to the District Commander whose District had 100% participation in the Buddy Poppy Program.

The Post in each District who purchased the most Buddy Poppies will be given a citation.

LOYALTY DAY CITATIONS will be given to District’s and Post’s participating in Loyalty Day Programs.

BEST NEWS PAPER ARTICLE CITATION will be given to the Post who submits the best article for the State News Paper each edition.

POST MEN’S AUXILIARY RECOGNITION AWARD

Outstanding Community Service Award will be presented to the Post Men’s Auxiliary who has submitted the most outstanding reports on the following Community Service Activities by May 13, 2016.

Hospital Report
Americanism Report
Community Activities Report
Safety Report
Youth Activities Report

A plaque and a check in the amount of $300.00, to assist in payment of expenses while attending the State Awards Ceremony during the State Convention.

All judging material must be at State Headquarters by 5:00 P.M. (1700 Hours) on May 13, 2016. (NO EXCEPTIONS!)
4. **BY-LAWS AND MANUAL OF PROCEDURE:**


5. **CITIZENSHIP EDUCATION TEACHER AWARD:**

**Smart/Maher VFW National Citizenship Education Teacher Award Program**

**Grades K - 12**

The VFW Teacher of the Year award contest recognizes three exceptional teachers for their outstanding commitment to teaching Americanism and patriotism to their students. Nominations of outstanding teachers in three categories: grades K-5, 6-8, and 9-12

**Important Information:**

1. **Nominations** can be submitted by fellow teachers, supervisors or other interested individuals. Nominations made by relatives or the teacher are ineligible.
2. **Home School Teachers** – are not eligible - primarily because of the half-day in a classroom environment requiring citizenship education specific courses.
3. **Photograph requirement** – is a time factor. The time from when the winners are selected to the time the publicity process begins usually does not allow time to have to go back to the winners and secure a photograph. The size of the photo can vary from wallet size on up to 3” x 5”. Please make sure it is a good quality photograph.

If you have trouble getting information on the program or getting any of the necessary forms, please contact me and I will mail you what you need.

**Remember:** Nominations can be submitted in each of three categories: K-5, 6-8, 9-12.

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<tr>
<th>Dates To Remember</th>
<th>Required Documents</th>
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<tbody>
<tr>
<td>March 15, 2016: District judging completed</td>
<td>1. One page resume (no more than two sides)</td>
</tr>
<tr>
<td>March 20, 2016: District winners to State Chairman</td>
<td>2. Up to 5 pages (both sides) of additional documentation</td>
</tr>
<tr>
<td>March 30, 2016: State judging completed</td>
<td>3. Good quality head &amp; shoulder photograph (no poor quality or computer pictures)</td>
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<tr>
<td>April 5, 2016: Department winners to National</td>
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<td>June 16, 2016: State winners at Department Convention in Williamsburg</td>
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</tbody>
</table>

Chris Birch, Chairman
304 E. Main St
Berryville, VA 22611-1306
home: (540) 955-3311
cell: (540) 539-5446
email: bigredtruk@comcast.net
cdrdist7@va.vfwwebmail.com

6. **CLOSING:**

State Headquarters will be closed on March 25, 2016.

7. **COMPUTERS AVAILABLE:**

Does your Post need a computer? How would you like to get one for free? That's right, FREE.

I have a number of desktop PCs available. They are older models but fully functional in today's office environment. While you won't particularly want to run high-end graphic programs on them, they are perfect for day to day office use.
and high speed Internet. All of them are loaded with Windows 7 and can be upgraded to Windows 10. I’ll even include a keyboard and mouse. I have a few LCD monitors but once they are gone you will have to get your own monitor. From my experience, lots of CRT monitors are available either free or very cheaply.

Please contact me at 703-369-2732 if you are interested.

Rick Raskin
Department Surgeon
surgeon@va.vfwwebmail.com

8. DELEGATES TO DISTRICT/DEPARTMENT CONVENTION:

Section 222 of the National By-Laws provides that Posts shall elect delegates and alternates to District conventions at a regular meeting of the Post held not less than thirty (30) days prior to the District convention at which District officers are to be elected: one (1) delegate and one (1) alternate for each thirty (30) members or fraction thereof in good standing in the Post at the time of the election.

Delegates and alternates to the Department conventions shall be elected at a regular meeting of the Post held not less than thirty (30) days prior to the Department convention. Posts are entitled to one (1) delegate and one (1) alternate for each thirty (30) members or fraction thereof in good standing in the Post at the time of the election.

9. DISTRICT MEETINGS AND CONVENTION:

Pursuant to Section 403 of the National By-Laws and the Manual of Procedure, each District shall hold an annual District convention for the purpose of electing District officers, such convention to be held not less than ten (10) days nor more than seventy-five (75) days prior to the convening of the Department convention.

Pursuant to Section 403 of the National By-Laws – Regular Meeting, unless otherwise provided for in Department By-Laws, Districts shall hold at least three (3) regular meetings each year for purposes as prescribed in the Manual of Procedure.

Pursuant to Section 403 of the National Manual of Procedure – Regular Meeting, at least one (1) regular meeting shall be held by the District each year for the purpose of promoting schools of instruction for Post officers.

Pursuant to Section 417 of the National Manual of Procedure, District officers shall not assume the duties of their office until the Department Commander is installed.

District officers shall not be installed or assume the duties of their office until proof of eligibility has been submitted and properly reviewed in accordance with Section 416 of the Manual of Procedure.

10. DUES RESERVE FUND:

The attention of Post Commanders and Quartermasters is directed to section 218 of the Manual of Procedure, Duties of Quartermaster, which provides for the Dues Reserve Fund. The Post Quartermaster is required to maintain a dues reserve fund to which shall be credited not less than fifty percent of the Post’s part of the current year’s dues paid by each member prior to July 1, including life membership dues payouts received from the National Organization as set forth in section 717 of the Manual of Procedure.

11. E-MAIL ACCOUNT ACCESS:

All email accounts were reset so the new Officers could take control of their emails as of June 15th. This will be the primary means of sending correspondence from State Headquarters to Post and District Officers.

You will receive all General Orders, special notices and any other documentation that you need via email. This will help cut down on postal expenses and speed up the response time for you receiving the information.

Here are directions for logging into your new account for the first time.
1. Go to Department web site www.vfwva.org
2. Click on Member Tools, VFW webmail.
3. The user name is your email address; put that on the first line (see below for your new address).
4. Your default password will be Veteran.2016! Once you have accessed the mail program you will be asked to change it, it must contain at least one uppercase letter and one number.

For District Officers your address will be cdrdist1@va.vfwwebmail.com or adjdist1@va.vfwwebmail.com or qmdist1@va.vfwwebmail.com for Districts other than the first just replace the 1 with your District #.

For Post Officers your address will be cdrpost176@va.vfwwebmail.com or adjpost176@va.vfwwebmail.com or qmpost176@va.vfwwebmail.com for Post other than 176 just replace the 176 with your Post #.

All Posts should prepare now for the full transition to the computer age. You can always find a library to get online.

12. GENERAL ORDERS:

The cut off for the General Orders is the 20th of the month. No EXCEPTIONS. Subscriptions for hard copy via USPS for General Orders are $24.00 for the year. Please contact State Headquarters for more info.

13. IMPORTANT DATES:

June 15-18, 2016 Department Convention, Williamsburg, VA. Room Rate $87.00, cut-off date 5-18-16. Phone 757-220-2250.

July 23-27, 2016 National Convention, Charlotte, NC

September 9-11, 2016 National C-i-C Homecoming, Louisville, KY

October 22, 2016 Department Commander and President’s Homecoming at VFW Post 1503.

October 28-30, 2016 Southern Conference, Rogers, AR


June 14-18, 2017 Department Convention, Williamsburg, VA. Room Rate $92.00, cut-off date 5-17-17. Phone 757-220-2250.

14. INCORPORATION:

The attention of the Post Commander is directed to section 708 of the National By-Laws and the Manual of Procedure, which prescribes the procedure for the Incorporation of Units. It shall be the responsibility of the Post Commander to ensure full compliance with both sections and to ensure that all state requirements for annual filing, fees, etc., are met in a timely manner.

Posts should take the necessary steps to incorporate under the laws of the state in which the Post is located. Financial responsibility laws, as interpreted by the courts, may cause members of unincorporated Posts to be at risk. Incorporating under the provisions of section 708 of the National By-Laws and the Manual of Procedure and the laws of the state will provide protection for Post members. Posts are urged to contact their Department Adjutant to obtain the proper forms for incorporating. The Articles of Incorporation must be reviewed by the Commander-in-Chief prior to forwarding them to the proper state authorities.

15. INSPECTIONS:

Post Inspections: I would like to thank our District Commanders for their support with the inspections “THANK YOU” job well done. We have a couple of Post Inspections to finish 1444, 4920, 9877 out of District 6. I’m working on correcting the discrepancy report from Winter Council I have a hand full of corrections already, Thanks. A reminder to District Commanders to follow up with corrections and we will fix all discrepancy we can by May, 2016. If you have questions or need help with any corrections please let me know. Again Thanks.

Department Inspector
Eric Mallett
16. JR. VICE C-I-C CAMPAIGN:

**IT IS VIRGINIA’S TIME**

Comrades as you all know Hal Roesch is a very serious contender to become the Southern Conference’s candidate for the position of National Junior Commander-in-Chief 2018 progressing to National Commander-in-Chief in 2020. Virginia has never had a National Commander-in-Chief in the 116 year history of the VFW. To be successful Hal must actively campaign in all the 14 states in the Southern Conference for the next two years. A successful campaign requires funding. Comrades, let’s get behind Hal and have your Post and individual Comrades donate to this very important project. Send your donations to State Headquarters marked for Hal’s Campaign. All donations regardless of size will be greatly appreciated.

17. LEADERSHIP REFERENCE GUIDE:

The “Leadership Reference Guide” has been discontinued in its traditional format. In an effort to better serve the members of the Veterans of Foreign Wars of the United States, we have created "VFW Training and Support," where you will find training material relating to Membership Recruiting and Retention; Community Service, Youth Scholarships and Activities; Media and Public Relations; Post Service Officers; Member & Officer Training, Forms and Templates; and Veterans & Military Support. To utilize these valuable training guides, videos, forms and templates, please login at [www.vfw.org](http://www.vfw.org), proceed to “My VFW” and click the link “VFW Training and Support.”

The online “Document Repository” will be maintained as a system of managing documents utilized primarily by Department Officers and members of the National Council of Administration.

18. LEGACY LIFE MEMBERSHIP:

**Legacy Life Membership:** This prestigious program is available to all Life Members. Three levels of membership each offer their own package of exclusive member benefits. Financial contributions to the Legacy Life Member program are tax deductible to the maximum extent allowed by law.

<table>
<thead>
<tr>
<th>Levels</th>
<th>Enrollment Cost</th>
<th>Annual Payouts: Post:</th>
<th>Department:</th>
<th>National:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gold</td>
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What will your Legacy be?

19. MEMBERSHIP:

Commanders and Comrades,

As we enter the ninth month of Doug's year the Department is at 91.57% membership. We are eighth in the Southern Conference, having fallen from as high as fifth place. The weather is getting warmer and it's time to make the big push to reach our goal of 100%. Why do we put so much into membership? Because before Veterans Service Organizations, there were no entitlements, hospital care or representation for Veterans. If we don't stay strong as a group the government will slowly but surely take away all that we have worked so hard to acquire.

Thanks to 2nd District Commander and Smithfield Post for inviting us to give a Membership Training Session for the Second District. Mike Boehme and I had a very positive feeling after the session. There was a lot of interaction between the attendees and Mike and I. It was a very rewarding class and I think all that attended learned something that will help them become better recruiters. Remember Comrades, whatever the Department accomplishes starts at the Post. The Smithfield Post could be the example of what a Post is supposed to look like, the members there have done a great deal of work and it shows.

Commanders if your percentage is lower than the State Average; I encourage you to schedule a training session for your District. The State Team is also ready to assist in any way needed. We can reach our goal if we all work together. Please contact State HQ or myself for assistance. Thank you for all the effort that you are putting forth.

Tom Hines-PDC
Membership
20. MEMBERSHIP WEBINAR TRAINING:

Continuing Membership webinar training will be held on the second Wednesday of each month from 11 a.m. – 12 p.m. CST.

All interested parties are encouraged to participate, and each session will be recorded for those unable to participate live.

21. NATIONAL CONVENTION HOUSING:

117th National Convention Housing officially opened February 17, 2016. Housing reservation information will be located on the convention website accessed through the main VFW website at www.vfw.org. The convention website will also have general convention information including the registration form and links to other convention related information for Charlotte – July 23-27, 2016 including a tentative agenda.

22. NATIONAL CONVENTION REGISTRATION:

Section 222 of the Manual of Procedure states each Post will pay, in advance, a National Convention registration fee of twenty-five dollars ($25) which shall entitle the Post to a packet of convention information and materials and one identified registered delegate for the National Convention. Each additional delegate attending the National Convention will pay a ten dollar ($10) delegate fee provided the Post has paid the mandated $25 advance registration fee. All advance registrations should be mailed to the VFW National Headquarters, 406 West 34th Street, Kansas City, MO  64111, ATTN: Convention Registration or you may register on-line by going to www.vfw.org.

23. PARTNERS IN PATRIOTISM:

Have You Heard About the VFW's Partners in Patriotism? – Would you like to support the VFW’s life-changing programs for veterans, service members and their families without receiving all of the unwanted mail? The VFW has developed an option that lets you support VFW programs on a monthly, quarterly, or yearly basis, as well as reduce expenses and eliminate unwanted mail. It is called Partners in Patriotism. As a member of Partners in Patriotism, you choose a set dollar amount for your donation (minimum amount of $10) that is either charged to your credit card or set up as an Electronic Funds Transfer (EFT) from your bank account. If you are interested in joining Partners in Patriotism, you may contact the VFW Development Department Donor Services at 816-756-3390, ext. 6318, or email us at partners@vfw.org with “Partners in Patriotism Application” in the subject line.

24. PATRIOT’S PEN AND VOICE OF DEMOCRACY THEMES:

The new essay contest themes for 2016-2017 are as follows:

Voice of Democracy
“MY RESPONSIBILITY TO AMERICA”

Patriot’s Pen
“THE AMERICA I BELIEVE IN”

Although the new entry forms should be up on the VFW national websites no later than March 1, 2016, those sites have already been updated with the new 2016-17 themes. The student entry deadline for 2016-2017 will be November 1, 2016 for both contests.

25. POST ELECTIONS:

Attention is directed to Section 217 of the National By-Laws and the Manual of Procedure covering the nomination, election and installation of Post Officers. Post Election Report forms are being mailed to Post Quartermasters with instructions that they complete the form online through the Online Membership System (OMS) or they can complete the form and return directly to National Headquarters immediately following the election of Post Officers, by not later than June 1st.
26. POST WEBSITE:

Post Website update -- Information Needed

If your Post has its own website and it is listed on the Department’s website on the Post Information Page, please check that the link to your Post works.

If you have changed your web page’s address please inform Department so that it can be updated.

Rick Raskin
Surgeon

27. POW/MIA:

January 15, 2016
POW/MIA Update:
The Defense POW/MIA Accounting Agency has announced identification and burial updates for two Army soldiers who had been missing in action since the Korean and Vietnam Wars.
-- Army Pfc. David S. Burke, 18, of Akron, Ohio, is being buried today with full military honors in Rittman, Ohio. On Nov. 25, 1950, Burke was assigned to Company C, 1st Battalion, 24th Infantry Regiment, 25th Infantry Division, when his unit was attacked by Chinese forces near the border between China and North Korea. Under heavy pressure, outnumbered and surrounded with no avenue of escape, the unit surrendered. It would be later learned that Burke died of malnutrition between March and May 1951.
Army Staff Sgt. Kenneth L. Cunningham, 21, of Ellery, Ill., will be buried Jan. 21 with full military honors in Albion, Ill. As previously announced, then Private 1st Class Cunningham on Oct. 3, 1969, was an observer in an OV-1C Mohawk aircraft on a surveillance mission over the tri-border area of Cambodia, Laos and South Vietnam. Contact was lost and the aircraft was found two days later atop a 7,000-foot peak in a mountain range north of Kontum. Cunningham’s remains were not recovered. He was assigned to the 225th Aviation Company, 223rd Aviation Battalion, 17th Aviation Group, 1st Aviation Brigade.

January 22, 2016
Two Korean War MIAs Identified:
The Defense POW/MIA Accounting Agency announced the identification of remains of two soldiers who had been missing in action since the Korean War. Returning home for burial with full military honors on a date and location to be determined are:
-- Army Pfc. Roy A. Henderson, 18, of Newark, Ohio, was declared MIA in North Korea on July 27, 1950. He was assigned to Company B, 1st Battalion, 29th Infantry Regiment, 25th Infantry Division.
-- Army Cpl. Kenneth R. Stuck, 24, of Hummelstown, Pa., was declared MIA in North Korea on Nov. 2, 1950. He was assigned to Company L, 3rd Battalion, 8th Cavalry Regiment, 1st Cavalry Division.

February 5, 2016
Korean War MIA Identified:
The Defense POW/MIA Accounting Agency announced the identification of remains belonging to Army Cpl. Dudley L. Evans, 24, of Greenville, Miss., who died in captivity after being taken prisoner in South Korea on Feb. 15, 1951. He was assigned to Company G, 2nd Battalion, 23rd Infantry Regiment, 2nd Infantry Division.

28. REPORTING:

Comrades to view whether your Post has submitted an Audit Report, Americanism, Community Service, Safety, Youth or Hospital report you will have to visit the Department website (www.vfwva.org).

The website is updated daily. If you have any questions please call State Headquarters.

There will be no form for Homeless when reporting for assistance to a homeless veteran please put it on a Community Activity report under aid to others.
29. RESOLUTIONS:

It is the time of year to begin thinking about any changes you would like to see concerning the operation of the VFW at the Department and National levels. All changes must be presented in the form of a resolution and be submitted to the Department for consideration at the Department Convention.

If a Post wishes to make a resolution or by-law change, it is not necessary that a draft of the proposed new text be submitted through your District. However, by obtaining the support of the other Posts within your District you can reinforce your Post's position.

All resolutions submitted by a Post or District for consideration at the Department convention shall have a notation indicating the date of approval by said Post or District and be signed by the appropriate commander. Resolutions received without this notation and signature will not be considered and will be returned.

The Resolutions Committee consists of Rick Raskin, Post 7589--Chair; Tom Ferguson, Post 2239; Cliff Clevenger, Post 3150; Ron Link, Post 7589; and Mike Boehme, Post 9808.

Any member of the committee can assist you in drafting your resolution. Please see additional information in these General Orders or ask any member of the Resolutions Committee about your thoughts.

We encourage everyone to have any proposed resolutions and by-laws changes submitted by 15 May 2016. Resolutions may be submitted at the Department Convention up until 1700 hrs the evening prior to scheduled voting. However, since those resolutions will not be included in the abstract document they may not receive due attention by the Convention Delegates.

Please send all resolutions to Department Headquarters either via U.S. mail or electronically via e-mail.

Rick Raskin
Chair, Resolutions Committee

30. ROSTER UPDATES:

New Jr. Vice Commander
VFW Post 176
Andrew Hlavacek
181 E. Rexford Dr.
Newport News, VA 23608
910-551-2284

New Sr. Vice Commander
VFW Post 1994
Carl Greer
20250 Green Spring Rd
Abingdon, VA 24211

New Jr. Vice Commander
VFW Post 1994
Raymond Amburn
17599 Mahogany Drive
Abingdon, VA 24210
276-698-6605

New Address
Commander
VFW Post 6364
James "Mike" Dunham
3606 Waterside Ct. Apt B
Richmond, VA 23294-8707
804-248-0521

New Quartermaster
VFW Post 10574
Carroll Longerbeam
917 Garfield Ave
Colonial Beach, VA 22443
804-617-1669
31. **SCOUTING:**

Final date for Scouts to submit entries to your VFW Post is 1 Mar 2016.

Posts submit their winners to District Scouter for judging by 15 March 2016. Where a District team is not available for judging, contact Stan Hunter for assistance.

Districts submit winner to Stan Hunter Department Scouting Chair by 1 April 2016. Please advise by email or phone that an application is being provided.

Stan Hunter, 7544 Mill Pond Court, Warrenton, VA 20187. 703-216-1283

Please send all Scouting articles and pictures to Stan Hunter. Please do not imbed photos in your article. Send them instead as separate attachments at the highest resolution you can provide.

**JOIN THE VA VFW PHOTO TEAM AND PROVIDE PHOTOS OF VFW AND SCOUTS WORKING TOGETHER**

Stan Hunter
Virginia Scouting Chair
540-347-1093 rangerstan@msn.com

32. **TWITTER:**

VFW VIRGINIA JOINS TWITTER

All of those who are supporters of the VFW in Virginia are invited to follow our Twitter page. We are using @virginiavfw as our call-sign and we will be promoting things that impact our Department from wherever they may occur.

Ken Wiseman
State Judge Advocate

33. **VIRGINIA VETERAN DEADLINE:**

Articles for publication in the April edition of Virginia Veteran must be received before close of business March 20, 2016. Please email your article to quartermaster@vfw7589.org or by USPS to: VFW Post 7589

Attn: Virginia Veteran  PO Box 10206 Manassas, VA 20108. The April edition will be published electronically on March 29, 2016.

Rick Raskin
Editor

34. **VFW PROGRAM CHANGES:**

At the Jr. Vice Commanders/Quartermaster’s Conference recently held in Kansas City, we announced some changes that affect our VFW programs. These changes take effect March 1. The first change is the changing of the National Team Scouter title to **Department Scouting Chairman**. This positions this chairmanship in-line with all other programmatic chairmanships and eliminates any confusion that may have been associated with “National” in the old title.

Additionally, as a result of National Military Service no longer being a directorate and now a classification of programs, we’re renaming that classification of programs from National Military Services to **Veterans & Military Support Programs**. We believe the new classification will better resonate with our Posts and also the public. Those programs under **Veterans & Military Support** classification have not changed. They still consist of; Unmet Needs; Operation Uplink; VFW Sport Clip’s Help A Hero Scholarship program; and the Military Assistance Program. There will be more details to follow concerning the 3-year appointment and whether there will be a **Veterans & Military Support Committee**. Equally important to note, **this change will not affect those persons currently appointed this year as part of the National Military Services Committee**.
Lastly, a couple changes were made to the Smart/Maher VFW National Citizenship Education Teacher Award program. We are now allowing past state winners who were not selected as a National winner to be eligible for the program. Furthermore, we are changing the deadline date for this program for nominations to the Post from November 1 to February 15, with Department winners to National now April 5. Here are the following deadlines for this program:

- *February 15 - Teacher nominations to the Post*
- February 28 – Completion of Post judging
- March 15 – Completion of District judging
- March 30 – Completion of Department judging
- *April 5 – Department winners to National*
- *April 15 – Department reports to National*

* Required deadline. All other deadlines are suggested, and can be internally set at the discretion of the Department leadership.

We ask for your assistance in making these changes known to your Posts. Please let me know if you have any questions. Thank you for your continued support of our VFW programs.

Kevin C. Jones
Director, VFW Programs/NMS

Official: By Order of:

Kim A. DeShano
State Adjutant

Douglas R Keller
State Commander
PREPARING A RESOLUTION TO BE CONSIDERED BY THE NATIONAL CONVENTION

The policy of the Veterans of Foreign Wars is established by resolutions adopted by the delegates attending Department and National Conventions. Most such resolutions originate at the Post level and are passed through the District and Department before being acted upon at a National Convention. Many times, an otherwise worthy idea gets nowhere merely because it is not correctly presented.

A resolution contains two separate parts; a statement of the problem to be solved, and the proposed solution to the problem. The problem is outlined in the "WHEREAS" clauses, and the proposed solution is given in the "RESOLVED" section.

The "RESOLVED" section of a resolution should be complete in itself without depending on the "WHEREAS" clauses to give it meaning.

EXAMPLE:

WHEREAS, the rising cost of living has created an intense hardship on those disabled veterans whose only income is a meager pension check; now, therefore

BE IT RESOLVED, that we petition Congress to enact legislation which would provide a substantial increase in non-service connected pension rates.

(Note: The "RESOLVED" section has a proposed solution that makes sense and can stand alone without the "WHEREAS" clause giving it meaning.)

A resolution may deal with a local problem. It needs no action on a level higher than that of the Post. If the problem concerns an area larger than that served by the Post, it should, after Post approval, be presented before the District or County Council. All resolutions of statewide, regional or national concern must be acted upon by the Department Convention. Those resolutions approved by a Department Convention, which affect persons or matters outside the state boundaries, must be forwarded to the National Convention for final disposition.

When submitting a resolution to the Department Convention, a notation on the bottom should show the previous action taken, such as, approval by Post and, if applicable, by the District. A Post or District submitting a resolution to its Department Convention must follow guidelines established by the Department, which may require submitting the resolution to the Department Adjutant prior to the convening of the convention.

**Resolutions not in proper form, unclear as to meaning, or concerning matters clearly not within the scope and purpose of the Veterans of Foreign Wars cannot be considered by the National Convention.**

Resolutions approved by a Department Convention, which affect matters outside state boundaries, must be forwarded by the Department Adjutant to the National Convention for final disposition. Approved resolutions should be sent to national headquarters at the close of the department convention. The Adjutant General requests all resolutions be forwarded to National Headquarters on or before the first working day of July. A resolution disapproved by the Department Convention or not acted upon by the Department Convention will not be considered by the National Convention.

Resolutions may also be originated by Department officers or by the Department Convention itself and acted upon by the Department Convention. A National Officer may originate a resolution concerning National affairs and submit it directly to the National Convention without Department action. Likewise, a National Convention Committee may originate a resolution and present it for approval during the National Convention.

Policy set by the National Convention is binding upon all subordinate units of the Veterans of Foreign Wars. No Post or Department is permitted to take any individual action or espouse any cause contrary to the National By-Laws or to the actions of the National Convention except that it may propose changes in policy by the preparation of a resolution for consideration as outlined herein.
PREPARING PROPOSED AMENDMENT TO THE NATIONAL BY-LAWS, MANUAL OF PROCEDURE OR RITUAL

**By-Laws:** Any member in good standing, a Post, a District, or a Department, may propose an amendment to the National By-Laws; provided, however, before consideration at the National Convention, the proposed amendment must be approved by a Department Convention. Immediately following a Department Convention, the proposed amendment(s) must be forwarded to National Headquarters.

**Manual of Procedure and Ritual:** Any Post, District, or Department may propose an amendment to the Manual of Procedure or Ritual; provided, however, before consideration at the National Convention, the proposed amendment must have been forwarded, through channel and have been properly approved.

In order to meet National By-Law/Manual of Procedure Article XIV requirements, to provide 15 day notice to all Posts of all amendments, the Adjutant General requests all amendments be forwarded to National Headquarters on or before the first working day of July.

**By-Law, Manual of Procedure or Ritual changes not in proper form, unclear as to meaning, or concerning matters clearly not within the scope and purpose of the Veterans of Foreign Wars cannot be considered by the National Convention.**

A proposed change to the National By-Laws, Manual of Procedure or Ritual must be submitted as such, not as a resolution. Proposed amendments must be definite and specific as to the verbiage to be deleted or added. Use of the most recent amended copy of the National By-Laws, Manual of Procedure and Ritual is encouraged, as proposed changes considered by convention delegates cannot be amended on the floor.

**EXAMPLE 1:**

Proposed Amendment to National By-Laws proposed by Department of ______.

Section 202 - By-Laws

Amend Section 202, National By-Laws, by deleting the words "two-thirds (2/3)" in the first sentence of paragraph one, and inserting, in lieu thereof, the following: "majority".

**EXAMPLE 2:**

Proposed Amendment to National Manual of Procedure proposed by Department of ______.

Section 518- Officers: Duties and Obligations.

Amend Section 518, Manual of Procedure, by deleting paragraph (a) (1) d. in its entirety and inserting, in lieu thereof, the following: "Plan and organize all social functions."

**EXAMPLE 3:**

Proposed Amendment to National Ritual proposed by Department of ______.

Amend the Ritual by deleting on page 48, in the last sentence of the Member's Obligation, the words "and a citizen of our great republic." Further amend by placing a period after the word "comrade" in the same sentence.

If you require help composing a proposed change to the Bylaws, Manual of Procedure or Ritual, please contact Administrative Operations at National Headquarters for advice and assistance in properly preparing a proposed amendment to be voted upon by your department convention.
94th ANNUAL CONVENTION
DEPARTMENT OF VIRGINIA
VETERANS OF FOREIGN WARS OF THE UNITED STATES
FORT MAGRUDER HOTEL AND CONFERENCE CENTER, WILLIAMSBURG, VIRGINIA
JUNE 15 – 18, 2016

Eugene Chavis
Convention Chairman

Kathy Goodall
Convention Vice Chairman

Tentative Subject to Change

Thursday,
June 16, 2016
9:30 AM 1:00 PM REGISTRATION, MOC
11:00 AM NOON COUNCIL OF ADMINISTRATON MEETING
NOON 4:00 PM REGISTRATION, VFW
2:30 PM 4:00 PM JOINT MEMORIAL SERVICES
6:00 PM 9:00 PM JOINT PRESENTATION OF AWARDS

Friday,
June 17, 2016
8:00 AM 5:00 PM REGISTRATION, VFW
9:00 AM 11:00 AM JOINT OPENING SESSION
9:30 AM 1:00 PM REGISTRATION, MOC
11:30 AM 2:00 PM COMMANDERS CLUB LUNCHEON
2:30 PM 5:00 PM BUSINESS SESSION
(NOMINATION OF STATE OFFICERS)
5:30 PM 8:00 PM COOTIE GRAND SCRATCH
9:00 PM 1:00 AM COOTIE DANCE – DJ

Saturday,
June 18, 2016
7:30 AM 8:30 AM PAST STATE COMMANDERS/PRESIDENTS BREAKFAST
9:00 AM 1:00 PM REGISTRATION, VFW
9:00 AM 12:00 PM BUSINESS SESSION
1:00 PM 3:00 PM BUSINESS SESSION
(ELECTION & INSTALLATION OF OFFICERS)
3:00 PM 4:00 PM VFW RIDERS MEETING
3:00 PM 4:00 PM MENS AUX MEETING
6:00 PM 10:00 PM RECEPTION/ DANCE – DJ

Sunday,
June 19, 2016
9:00 AM 9:30 AM JOINT DEVOTIONAL SERVICE
9:30 AM 12:00 PM NEW DISTRICT COMMANDERS SCHOOL
12:00 PM 1:00 PM COUNCIL MEETING IMMEDIATELY FOLLOWING CLOSE OF CONVENTION

Registration $5.00 (All VFW members are required to register)
FRIDAY COOTIE DANCE: $10.00 per person

SATURDAY RECEPTION/DANCE WILL BE FREE TO ALL ATTENDING THE STATE CONVENTION

Bottles will be permitted in the ballroom during Fridays dance. The hotel will furnish ice and mix.

HOSPITALITY ROOMS
State – Kearney’s **Second District – Room 467**
Tenth District - Room 367** Cooties – 269 & 271
ATTENTION: ALL PAST AND PRESENT COMMANDERS

You are invited to attend the Annual Commanders Club Luncheon to be held on Friday, June 17, 2016, at the Fort MacGruder in Williamsburg from 11:30 am to 2:00 pm.

Commanders, please pass this information on to your Comrades.

COST: $40.00 (includes tax & gratuity)

MENU: Mixed Greens Salad with assorted dressings
Prime Rib of Beef au Jus with horseradish sauce
Oven Roasted Potatoes
Seasonal Vegetables
Oven Fresh Rolls with Butter
Bread Pudding with Custard Sauce
Coffee, Decaffeinated Coffee, Herbal and Iced Teas, Ice Water

MAKE CHECK PAYABLE TO: Commanders Club

MAIL CHECK TO: Earle P. Weekley, Jr.
Commanders Club Treasurer
595 Bowman Road
Dayton, VA 22821

DEADLINE: June 3, 2016
PRE-REGISTRATION FOR MEAL IS REQUIRED.
PAYMENT MUST BE RECEIVED BY June 3rd, NO EXCEPTIONS.
NO MEALS WILL BE AVAILABLE UNLESS PRE-REGISTERED.

REMEMBER: You can become a LIFE MEMBER for $30.00; ANNUAL DUES are $10.00.
All dues can be sent to Earle P. Weekley, Jr. at the above address.

Tom Snook, President
Buddy Weekley, Luncheon Chairman

PLEASE SEND THE FORM BELOW ALONG WITH YOUR CHECK TO ASSURE ACCURACY.

Post No._________ Amount Enclosed ____________

Name of each person attending luncheon (please print clearly)

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<tr>
<th>NAME</th>
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Annual Dues for ____________________________________________
Life Member Dues for ____________________________________________
Greetings!

The Veterans of Foreign Wars of the United States will hold its annual state convention for Virginia June 16-19, 2016 at the Fort Magruder Hotel and Conference Center in Williamsburg, Virginia. As part of this, the VFW is looking for supporters and this is an awesome opportunity for you, your post, auxiliary or your business to showcase your support to our great organization.

Your level of support means our many programs and expenses related to our convention are covered and your donation would be tax deductible as the Virginia VFW is a 501(c)19 organization. With more than 33,000 Comrades, over 130 posts and more than 5,000 members of the Auxiliary your support would be seen by many through an advertisement placed into our convention book.

A full-page ad in the book costs just $75 and there is an unlimited number of ads that can be placed into the book. The deadline for registration is April 6, 2016. All checks would be made payable to “VFW Virginia” and should be returned to the above listed address along with the registration form enclosed. Submissions for the advertisement should be sent electronically to our state headquarters at the email qm@va.vfwwebmail.com as a PDF attachment.

We thank you for your consideration and support in advance and we look forward to working with you.
Name of company/post(auxiliary/individual)___________________________________________

Name of contact person from the company/organization_________________________________

Phone number_________________________________________________________________

Mailing address_________________________________________________________________

Number of ads requested: _________ x $75 = ___________ (enclose a check for this amount)

Cancellations made before the deadline will receive a full refund. After the deadline there will be no refund for your fee because of deadlines with the company printing the convention books.

Make check payable to “VFW Virginia” and return with this application. See above for address. Submit the advertisement to qm@va.vfwwebmail.com in a PDF format. Final approval for appropriate content in your advertisement shall be the decision of the Veterans of Foreign Wars of the United States and their printing partner. All decisions are final. By signing below you give the Virginia VFW permission to use the material listed in the advertisement you provide for the sole purpose of printing in the 2016 State Convention book.

Signature of company/organization/individual attending_________________________________

Date__________________________________________________________________________
INSTRUCTIONS FOR PROPERLY SUBMITTING
POST CONVENTION REGISTRATION, DELEGATES, ALTERNATES AND ATTENDEES

NATIONAL BY-LAW - SECTION 222

Delegate strength shall be one for every thirty (30) members or fraction thereof in good standing. Delegates and alternates shall be elected in accordance with the Manual of Procedure.

Each Post will pay, in advance, a national convention registration fee of twenty-five dollars ($25) which shall entitle the Post to a packet of convention information and materials and one identified registered delegate for the National Convention. Each additional delegate attending the National Convention will pay a ten dollar ($10) delegate fee.

ONLINE

Online submission is the most preferred method of submitting the National Convention-Post & Delegate registration fee(s). As Post Quartermaster, you will log into www.vfw.org and access the “Quartermaster Tools and Online Membership System” (OMS) under “Post Quartermaster Tools & Resources,” click on “National Convention Registration” link. This is a 3-6 minute process for the average user. Please have the membership number available of all delegates, alternates and attendees you are registering.

Only a Post or Department Quartermaster, utilizing this system, can register the Post’s Delegates online. Members accessing the National Convention website are registered as attendees only.

The Post registration fee of $25 must be remitted prior to the convention; Post delegates will not be able to register their credentials unless this fee is paid.

MAIL-IN OR FAX

Enclosed with this notification is an invoice in the amount of $25. Quartermasters may fill out and return this invoice using the enclosed pre-addressed, postage paid envelope. This form must be signed by the Adjutant or Quartermaster. The Post registration fee of $25 must be remitted prior to the convention; Post delegates will not be able to register their credentials unless this fee is paid. When using the enclosed form you are required to include the membership number, name and address of all delegates, alternates and attendees you are registering.

DEFINITIONS

Delegate- Member (in good standing) of the Post elected to represent the Post in all business activity at the National Convention. Delegates elected under Section 222 of the National By-Laws and Manual of Procedure shall not be considered instructed and may exercise full authority in the duty performed.

Alternate- Member (in good standing) of the Post elected to represent the Post in all business activity at the National Convention in the event the elected delegate cannot attend. Alternates not fulfilling the role as “delegate” are considered “attendees.”

Attendee- Any member in good standing may register for the National Convention. Registering for the National Convention is another way a member can show support for VFW programs. The $10 registration fee entitles the member to a convention packet which may be picked up at the convention.

NOTIFICATION

Post Quartermasters will receive letter confirmation that the Post is registered.

Delegates, alternates and attendees will receive a confirmation letter. Included in this letter will be a request for emergency contact information. We are asking all to fill-out and bring this form with them to convention; this is voluntary, but recommended.

All notification will be sent USPS, 3-5 days after processing.

Any change to a delegate’s status shall be reported to the Quartermaster General.
## National Convention - Post & Delegate Registration

Section 222 of the National By-Laws states "Each Post will pay, in advance, a national convention registration fee of twenty-five dollars ($25) which shall entitle the Post to a packet of convention information and materials and one identified registered delegate for the National Convention. Each additional delegate attending the National Convention will pay a ten dollar ($10) delegate fee." Each Post is encouraged to register at least one (1) delegate and one (1) alternate for every thirty (30) members or fraction thereof. Delegates and alternates shall be elected in accordance with the Manual of Procedure.

Any member in good standing may register for the National Convention. Registering for the National Convention is another way a member can show support for VFW programs. The ten dollar ($10) registration fee entitles the member to a convention packet which may be picked up at the convention.

Please type or print each member's information below and designate as delegate, alternate or attendee.
(Any change to a delegate's status shall be reported to the Quartermaster General)

<table>
<thead>
<tr>
<th>Registration Type</th>
<th>Membership Number</th>
<th>Member Name</th>
<th>Member Address</th>
<th>E-Mail</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Post Registration Fee w/ Delegate</td>
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Packets not picked up at the convention will not be mailed unless a request is received in writing within 60 days of the close of the convention.

Post Registration Fee with one (1) Delegate 25.00
Add $10.00 each additional Delegate/Alternate/Attendee

TOTAL ENCLOSED

Signature of Adjutant or Quartermaster: ________________________________

Post # ____________________

O CHECK/MONEY ORDER  O VISA  O MASTER CARD  O DISCOVER  O AMERICAN EXPRESS

Card Number: ________________________________
Expiration Date: ________________________________
Card Holders Name: ________________________________

Mail completed form to:
VFW Convention Registration
406 W. 34th St.
Kansas City, MO 64111
TO: POST ADJUTANT

FROM: National Convention Office, VFW

SUBJECT: ROOM RESERVATIONS FOR NATIONAL CONVENTION

Reservations for the 117th VFW National Convention open February 17, 2016.

All members of your Post who desire to make room reservations for the convention are directed to use one of the following procedures:

1) Telephone: 877-464-6840 – Domestic
               980-337-3372 – International
               8:30AM-9PM, EST, M-F
               Fax: 704-347-1158 (do not mail after faxing)

2) Mail: Visit Charlotte Housing
           500 S. College St. Suite 300
           Charlotte, NC 28202-1873

3) Email: vfw@visitcharlotte.com

4) Internet: Visit the VFW website at www.vfw.org to access an online registration form.

In order to take advantage of the special convention rates, be sure to book your reservation by June 13, 2016. All reservations require a valid credit card or check deposit for guarantee at time of confirming reservations. **Reservations received without a valid guarantee will be returned and will not be processed.** If you choose to guarantee with a check deposit, please include it with your housing request form and mail to the address provided above. All check deposits must be in the amount of **$184.00** and made payable to: Visit Charlotte Housing.

This housing procedure gives our membership the most efficient and effective method of making and ensuring room reservations in Charlotte.

The enclosed housing form may be duplicated, as needed.
GUEST INFORMATION (PLEASE PRINT)

FOR BEST AVAILABILITY, AND IMMEDIATE CONFIRMATION, MAKE YOUR RESERVATION VIA
INTERNET (www.vfw.org) OR BY PHONE AT 877-464-6840; International: 980-337-3372

Arrival Date ___________________ Departure Date ___________________

First Name ___________________ M.I. ______ Last Name ________________

E-mail Address: ___________________ Daytime Phone: ___________________

Fax: ___________________

Company ___________________

Address: ___________________

Address 2: ___________________

City/State/Province: ___________________

Zip/Postal Code, Country: ___________________

HOTEL SELECTION

Each state/départment has been assigned a hotel with an allocation of rooms. In the event the allotment
has been filled, a room will be reserved at another VFW hotel based on your preference of rates
or proximity and availability.

If hotel assignment is sold out, which is more important? (check one) □ Room Rate □ Location

State you reside in: ___________________

Room Type Requested: □ One Bed □ Two Beds

(Submit one room request per form. Should additional forms be needed, please make copies.)

List all room occupants:

______________________________ ______________________________

______________________________ ______________________________

______________________________ ______________________________

______________________________ ______________________________

□ Check here if you have special needs and specify below.

Special requests:

NOTE: All hotels are non-smoking properties. All have designated outdoor smoking areas.

DEPOSIT INFORMATION

All reservations requests must be accompanied by a credit card guarantee or check for one night’s deposit. Forms
received without a valid guarantee/deposit will not be processed. Check deposits made payable to Visit Charlotte
must be mailed with a completed housing form.

□ Visa □ American Express □ Discover □ MasterCard

Card Number ___________________

Exp. Date ___________________

Name on Credit Card: ___________________

Address, City, State, Zip: ___________________

Cardholder’s Signature: ___________________

* I hereby authorize the participating hotel to charge a deposit of $184.00 to my credit card on or after June 13, 2016
and authorize the participating hotel keep one nights room and tax charge if I fail to cancel my reservation 72 hours prior
to my arrival date.

□ Check deposit of $184.00 enclosed and made payable to Visit Charlotte Housing. Mail check with completed housing
form to: Visit Charlotte Housing, 500 S. College St., Suite 300, Charlotte, NC 28202-1873. Must be received no later than
June 13, 2016.
## 2016 DEPARTMENT HOTEL ASSIGNMENTS

<table>
<thead>
<tr>
<th>WESTIN</th>
<th>CHARLOTTE MARRIOTT CITY CENTER</th>
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<tbody>
<tr>
<td>Pennsylvania</td>
<td>South Dakota</td>
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<td>Kentucky</td>
<td>Wisconsin</td>
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<td>Ohio</td>
<td>Arizona</td>
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<td>Florida</td>
<td>California</td>
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<td>Missouri</td>
<td>Colorado</td>
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<td>District of Columbia</td>
<td>Hawaii</td>
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<td>Europe</td>
<td>Idaho</td>
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<td>Maine</td>
<td>Kansas</td>
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<td>Rhode Island</td>
<td>Montana</td>
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<td>Vermont</td>
<td>Nevada</td>
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<td>Connecticut</td>
<td>New Mexico</td>
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<td>North Dakota</td>
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<td>LE MERIDIEN</td>
<td>Oregon</td>
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<td>Alaska</td>
<td>Pacific Areas</td>
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<td>Illinois</td>
<td>Utah</td>
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<td>Virginia</td>
<td>Washington</td>
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<td>South Carolina</td>
<td>Wyoming</td>
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<th>HILTON</th>
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<td>Delaware</td>
<td>Unaffiliated Posts</td>
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<td>Texas</td>
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<tr>
<td>West Virginia</td>
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</tbody>
</table>
Sponsorship Form

2016 Howard E. Vander Clute, Jr. Memorial Motorcycle Ride

Final Stop: Charlotte, NC – July 23, 2016

YES, Count me in! While I am unable to participate in the ride, I would like to join other comrades and friends in honoring the memory of Past Commander-in-Chief/Past Adjutant General Howard E. Vander Clute, Jr. and helping the troops.

☐ SERVICE BRANCH SPONSORSHIP (_________) $ 100.00
☐ COMMANDER’S SPONSORSHIP $ 50.00
☐ SGT. MAJOR’S SPONSORSHIP $ 25.00
☐ OTHER $_______

SPONSOR A RIDER:
Rider’s Name__________________________________________________________
Your Name________________________________________________________________
Your address________________________________________________________________
City/State/Zip______________________________________________________________
E-mail ______________________________________________________ Phone __________

PAYMENT: Circle one - Mastercard  Visa  Discover  Amex  Check Enclosed
Card Number _____________________________ Expiration Date _________
Name on Card _____________________________________________________________

If paying by check, make your gift payable to VFW – Veterans & Military Support. Your completed form, along with donation, should be returned to: Programs Department, VFW National Headquarters, 406 West 34th St., Kansas City, MO 64111.
Thank you and if you have questions, please call (816) 968-1116.

Signature ___________________________ Date ____________

All net proceeds from the Ride will be donated to the VFW’s Veterans & Military Support Programs for support of the military and their families.
There will be a Post somewhere that will be recognized for their efforts in Americanism.

How will this recognition be earned? By participating in the Americanism Program and by being the “Outstanding” Americanism Post in the Department. From the entries received the Post selected number one will receive a trophy at Department Convention. The Post placing second through ten will receive a Department Citation.

The rules governing this completion are relatively simple.

1. To qualify a winner at the Department level, the Post must be selected by the Department’s Awards Committee.

2. The entry must include the name and address of the person to whom the entry is to be returned.

3. Selection by the Department shall be based on Americanism projects performed during May 1, 2015 - April 30, 2016.

4. For the Post to qualify as an entrant, it must be reported in Americanism for the current year.

5. In order for the judges to have something on which to base their decision, some form of substantiating data (newspaper clippings, photographs, correspondence, etc.) must accompany each entry. All substantiating data should be organized into a record book format.

You should record the following programs and any other Americanism Projects completed in your entry.

<table>
<thead>
<tr>
<th>Independence Day</th>
<th>POW/MIA Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parades</td>
<td>Veterans Day</td>
</tr>
<tr>
<td>Loyalty Day</td>
<td>Memorial Day Services</td>
</tr>
<tr>
<td>Legislative Program</td>
<td>Other Patriotic Holidays</td>
</tr>
<tr>
<td>Buddy Poppy Education Program</td>
<td>Citizenship Education Programs</td>
</tr>
<tr>
<td>Flag Presentation</td>
<td>Flag Day</td>
</tr>
<tr>
<td>Voice of Democracy</td>
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</tbody>
</table>

Post and District Americanism Chairmen have to begin their program early because the Department entry must be received at Department Headquarters no later than May 13, 2016.

For further information contact your Department Chairman.
OUTSTANDING COMMUNITY SERVICE POST

RECORD BOOK
ENTRY FORM

1. This form must be filled in and attached to the inside cover of the Community Activities Record Book that your Post enters in the Department Community activities Record Book Contest.

2. Be sure to provide the name, address and zip code of the person to whom the Record Book should be returned following the judging.

3. This form must be signed by the Post Commander

CATEGORIES FOR RECORDING PROJECTS

The Community Activities Program is divided into seven general categories:

1. Community Involvement        4. School and Church Assistance
2. Cooperation with other organizations     5. Safety
3. Aide to others          6. Americanism
7. Youth and Voice of Democracy

Post No. ___________________ City ________________________ State ___________________

Total Projects Since 5/1/15 Total Hours (Volunteered) Total Funds Used/Donated
__________________                              __________________

Total Post Members as of 4/1/16 Total Auxiliary Members as of 4/1/16 City Population
_________________      __________________ ___    __________

COMMUNITY ACTIVITIES CHAIRMEN

Post ____________________________________________ Auxiliary ______________________________
(Name of Chairman)                                            (Name of Chairman)

JUDGES, NOTE THE FOLLOWING LEADING PROJECTS

Page __________, ____________________________________________________________________
Page __________, ____________________________________________________________________
Page __________, ____________________________________________________________________
Page __________, ____________________________________________________________________

RETURN RECORD BOOK TO:
Name_________________________________________
Address_______________________________________
City __________________State __________Zip ________

Signature - Post Commander __________________________________________________________
Post Commander's Name (Print)_______________________________________________________
Address __________________________________________________________________________
City __________________________ State ________________________ Zip____________________
COMMUNITY ACTIVITIES RECORD BOOK GUIDELINES

1. Record books should contain community service projects that are completed during the period May 1, through April 30.

2. FASTENER and COVER: If books have metal posts, steel is preferable to brass or aluminum. If covers have decals, place self-adhesive clear plastic over the decals so they will not be damaged during shipping and handling. Please use superior quality page dividers and index tabbing; the extensive handling that the record books experience must be considered.

3. CLIPPINGS AND PHOTOGRAPHS: Show dates and captions. Include supporting information.

4. ACCOUNTING OF EXPENSES: In a brief statement show how money was spent for each category (one or two pages at the most for each category).

5. ARRANGEMENT OF BOOK: Enter each project by category. (Chronological or month by month listing makes your entry more difficult for the judges to evaluate.)

6. ENTRY FORM: Complete and fasten inside front cover of volume one.

7. MAIL OR SHIP RECORD BOOK ENTRY FOR THE DEPARTMENT CONTEST to your Department Headquarters or the address they designate.

8. Avoid non-community service related items in your record book entry. Pictures of Post Officers, installation of officers, meeting, etc., will not be credited.

(This material should be assembled in a separate section and kept by the Post until the record book is returned after the competition, then it can be added to the record book for permanent reference).

PREPARING A RECORD BOOK

Posts and Auxiliaries carry on many projects which are of public service. The best way to tell the story of your Post and Auxiliary's work in the community is through a Community Activity record book that contains evidence of the many projects and programs your Post and Auxiliary perform.

The contents of your record book should be arranged and in such detail that it tells the story of each project, clearly and completely, to those who may read and judge it.

Posts and Auxiliaries should combine their community activity programs into one book or one set of books the Post and its Auxiliary are judged as a unit.

When making up a record book it is advisable to group your projects and programs into one of the seven categories. If a project qualifies for more than one category, select and list it under one category. It will be given credit, regardless of whether it is listed under the proper category.

For example:
Lite-a-Bike could be listed under categories five or seven.

Do not duplicate your efforts by placing them in each of the categories.

Remember, when compiling your community service record book you are telling a story of your work to judges who generally are not familiar with your efforts or community. The easier it is for the judges to read the facts, the easier it is for them to evaluate your work.

Some Community Activity record book entries have an additional index for each category which lists the subgroups within the categories. Some entries have an index only in the front of volume one.

Remember, also if you enter your record book in other competitions, the judges will be less likely to know about the VFW Community Activities Program. Just like composing a good letter, let your record book present the story so there will be no misunderstanding.
# VFW Form Post Election Report

**DATE OF ELECTION:**

<table>
<thead>
<tr>
<th>POST #</th>
<th>DISTRICT #</th>
<th>DEPARTMENT</th>
<th>POST NAME</th>
<th>POST MEETING LOCATION (PHYSICAL ADDRESS)</th>
<th>POST MAILING ADDRESS</th>
<th>POST DUES AMOUNT</th>
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<td>POST MAILING ADDRESS</td>
<td>POST DUES AMOUNT</td>
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</tbody>
</table>

**POST MEETING LOCATION (PHYSICAL ADDRESS):**

- STREET ADDRESS
- ADDRESS LINE 2
- CITY
- STATE
- ZIP CODE
- CITY
- STATE
- ZIP CODE

**POST MAILING ADDRESS:**

- POST E-MAIL ADDRESS
- POST WEBSITE
- POST PHONE #
- FEDERAL EMPLOYER IDENTIFICATION # (EIN)

**CHECK ALL THAT APPLY:**

- OWN
- RENT
- NO POST HOME
- CANTEEN/CLUBROOM
- PROVIDE MILITARY FUNERAL HONORS
- PROVIDE HALL RENTALS

## Commander

<table>
<thead>
<tr>
<th>POST NAME</th>
<th>Membership #</th>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
</table>

## Senior Vice Commander

<table>
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<tr>
<th>POST NAME</th>
<th>Membership #</th>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
<th>Email</th>
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</thead>
</table>

## Junior Vice Commander

<table>
<thead>
<tr>
<th>POST NAME</th>
<th>Membership #</th>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
<th>Email</th>
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</table>

## Quartermaster

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<th>POST NAME</th>
<th>Membership #</th>
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<th>Phone</th>
<th>Email</th>
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## Chaplain

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<th>POST NAME</th>
<th>Membership #</th>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
<th>Email</th>
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</table>

## Judge Advocate (Appointed)

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<th>POST NAME</th>
<th>Membership #</th>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
<th>Email</th>
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</table>

## Surgeon (Appointed)

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<th>POST NAME</th>
<th>Membership #</th>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
<th>Email</th>
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</table>

## 1 Year Trustee

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<th>POST NAME</th>
<th>Membership #</th>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
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</table>

## 2 Year Trustee

<table>
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<tr>
<th>POST NAME</th>
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</table>

## 3 Year Trustee

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## Adjutant (Appointed)

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<th>POST NAME</th>
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</table>

## Service Officer (Appointed)

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<th>POST NAME</th>
<th>Membership #</th>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
<th>Email</th>
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</thead>
</table>

VFW FORM POST ELECTION REPORT REV 20160115
Agenda 2016 Southern Conference

Thursday October 27, 2016
- Welcome Booth – 10am-6pm – main level
- Registration (on site) – 10am – 6pm
- Eureka Springs Shopping Excursion – 1pm – 5pm
- Hospitality – 3pm – 11pm Rogers/Bentonville Room

Friday October 28th, 2016
- Welcome Booth – 9am -6pm,
- On-site registration – 9am-6pm
- Golf tournament – 8am-2pm (lunch included)
- Motorcycle Ride--8am - 2pm (Ending at Rogers VFW Post 3031)
- Hospitality Room - 10:30 am – 3pm (light foods) Rogers/Bentonville Room
- Joint Memorial/Joint Openings - 3pm – 5pm Room to be determined
- Commander/Senior/Junior Vice meetings -5pm – 6pm – preassigned rooms
- Hospitality Room – 5pm – 11pm Rogers/Bentonville Room
- Team Spirit Buddy Poppy Costume Contest-8pm

Saturday October 29th, 2016
- On Site registration--8am – 12pm
- Welcome Center--8am – 12pm
- Aux Business Session--8:30am - 11am
- VFW Business Session--8am – 10am
- Flying Squadron Training--11am-- 4pm
- Southern Conf. Auxiliary Presidents Call – 11am – 1pm
- Welcome Booth – 9am – 12pm
- Hospitality--9pm- Midnight

Reception 6:00pm to 7:00pm
Banquet 7:00pm – Grand Ballroom

**SUBJECT TO CHANGE**
SOUTHERN CONFERENCE 2016
VETERANS OF FOREIGN WARS and AUXILIARY
Oct. 27 – 30, 2016
Rogers, Arkansas

REGISTRATION FORM
Early Bird Registration Deadline is July 29, 2016
One (1) person per registration form

Name: ____________________________________________ Phone: ______________________

Address: ________________________________________

Title: __________________________________________ Dept: __________________________
Post/aux: _______________________________________

Early Bird Registration per Person: $65.00 (Must Be Received By 7/29/2016)
Pre-Registration per Person: $75.00 (Must Be Received By 10/14/2016)
Registration at Conference: $85.00
Registration with Golf Package: $125.00 (details to follow later)
Registration fee includes: Pick up and return to Northwest Arkansas Regional Airport (XNA), Saturday evening Banquet, Gift and Door Prize.

MAKE CHECKS PAYABLE TO:
VFW SOUTHERN CONFERENCE

Mail Registration and Payment to:
VFW Department of Arkansas
4210 E. Kiehl Ave.
Sherwood, AR 72120
Phone: 501-834-8392 Fax: 501-833-0205
Email: headquarters@arkansasvfw.org

Registration Packets for those who have pre-registered will be available in the registration area beginning at 12 pm on Thursday, October 27. Packets will include registrants ID badge and banquet tickets. On-Site registration will also be available.

Emergency Contact:
Name: __________________________________________ Phone: ______________________
Relationship: ________________________________________
HOTEL RESERVATIONS

Hotel Information: Embassy Suites, 3303 Pinnacle Hills Parkway, Rogers, AR 72758.

Room rates are as follows, Single/Double - $129.00  Trips - $139.00  Quads - $149.00.

Call today for your reservations: 1-479-254-8400- Group Code: VFW

We are proud to be showcasing Arkansas during your visit in October. There will be a Golf tournament, shopping, VFW Riders Group Poker Run, great meetings and so much more.

Please come and join us. Our web site is under construction, there will be more information posted in the future.

MORE INFORMATION TO FOLLOW SOON ABOUT BANQUET, DINNER CHOICES AND OTHER EVENTS TO BE SCHEDULED.
TRANSPORTATION REQUEST

Courtesy shuttle transportation will be provided from the Northwest Arkansas Regional Airport to the Embassy Suites and for your return to the airport.

NAME: ________________________________

AIRLINE: __________________________________________

ARRIVAL DATE: ____________ TIME: ____________ FLIGHT #: __________________

DEPARTURE DATE: ____________ TIME: ____________ FLIGHT #: __________________

List names of everyone traveling with you:
________________________________________________________
________________________________________________________
________________________________________________________

If you are arriving before October 27th, 2016 or departing after October 30th, 2016 we will try to make arrangements for your transportation but cannot guarantee it.

TRANSPORTATION WILL NOT BE AVAILABLE IF THIS FORM IS NOT RETURNED!!!!

Greeters will be at the airport upon your arrival.

Mail transportation form to

VFW Dept of Arkansas
4210 East Kiehl Ave.
Sherwood, AR 72120

Email: headquarters@arkansasvfw.org