

BULLETIN – SEPTEMBER 2023



TREASURER'S TIPS

Linda Lorenz

Checklist for New Membership Applications: (Please share this information with your members.)

- ✓ The following information **MUST** be on the application
 - ☐ Recruiter's Name and Membership ID
 - ☐ Auxiliary Number and City
 - ☐ Type of Membership
 - Annual
 - Life – Requires Prior Auxiliary Number and Current Membership ID
 - Rejoin
 - Transfer – Requires Previous Auxiliary number and Current Membership ID
 - ☐ New Members
 - Name
 - Date of Birth
 - Current Address
 - Phone number and Email address is applicable
 - ☐ Eligibility information for the Veteran they are joining under
 - Post-Affiliated
 - Requires the VFW member to be a current member of the Post of the auxiliary they are joining. If the Veteran belongs to a different post or is deceased, they are not considered Post-affiliated and MUST complete the Non-affiliated portion of the application
 - If Post-affiliated complete the relationship to the Veteran, the eligible Veteran's name, and their VFW Membership ID
 - Non-Affiliated
 - Relationship to the eligible Veteran and the Veteran's name
 - Name of campaign ribbons or medals (refer to Article 1, Section 101 for the VFW Eligibility Guide)
 - Dates of the Veteran's Service and Location
 - ☐ Signature of the Investigating Committee
 - Any Auxiliary member can be on this committee. The only person that cannot be a part of the investigating committee on an application is

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the Auxiliary member who is
recruiting/Recommending the new
member

- ☐ Indicated by checking the appropriate box if the Auxiliary accepted the member and the meeting date
- ☐ The signature of the new member

✓ Payment of Dues

- ☐ All Applications MUST contain a payment method
 - Annual Membership
 - \$11.00 must be sent for each annual member.
 - Check should be made payable to the “Dept of IL VFW Auxiliary”
 - If you are sending multiple applications, one check for the correct amount is acceptable
 - Annual membership cannot be paid by ACH or with a Credit Card
 - Life Membership
 - Life membership fee is based on the age attained by December 31 of the current year.
 - Life membership can be paid in various ways
 - An Auxiliary check for the Life Membership Fee payable to the “Dept. of IL VFW Auxiliary”
 - Credit Card – information must be completed in full and signed by the Credit Card Holder. The signature date must be current (within 90 days of the date the charge card is processed). If not, the application will be returned for a current signature
 - ACH – information must be completed, and a voided copy of their cancelled check must be included
- Make all checks payable to: “VFW Auxiliary Department of IL” and make sure that the checks are signed by the Auxiliary President and the Auxiliary Treasurer. If the check does not contain both signatures, your checks will be returned for the proper signatures.

If you have any questions or need additional information, please feel free to contact me.

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