

VFW Dept. of Washington Auxiliary-General Orders #3
Nov. 2021

To be read at the first meeting upon receipt, and kept for reference

1. **Dues** of ALL Officers at all levels must be paid by Dec. 31st, 2021, or they will be removed from office per the National By-Laws. Please don't delay any dues!
2. **Secretary of State** – Each Auxiliary and District should be Incorporated with the Washington Secretary of State by now. The first year cost \$30.00; renewals are \$10.00/year. This will get you a UBI number for use in dealing with your banks.
3. **990** – Your 990 is due by Nov. 15th! It is always due 5½ months after our fiscal year, which ends June 30th. Please make sure you have changed your name to remove “Ladies” from the title!!! If not, you must submit a name change with the IRS. And if you have not submitted the 990 postcard in the past three years, you will lose your EIN Number. It is easier to apply for a new number than to get the old one back. Please let our Dept. Treasurer, Cindy Burkey, know if you are having a problem: She will help you! Her email is: cindyb52@centurylink.net. (It is wrong in the roster!)
4. According to our requirements for the Circle of Excellence, all auxiliaries must complete at least one project, activity, or donation that benefits veterans by 4-30-22. Since this is our mission anyways, I'm sure you will all find this easy to do. Please make sure you note what you do on your Community Service or Outreach Report and Year-end Report. Let's have NO BLANK REPORTS in 2022! You could contribute to the **Department President's Special Project – The Tiny Home Village** at Orting, or any Hospital of your choice.
5. If your Auxiliary has not yet purchased any of the **Department President's pins** (the turtle flying an Air Force jet), or if you need some more, please use the order form attached, and send the entire form with your check to Percy Wolfe, the pin chairman. We have not sold enough pins to cover the cost, so please get some for your Post and Auxiliary members today! They are \$3.00/each. Call Percy to find out the cost of postage, or arrange to pick them up at Midwinter in Yakima.

Remember to Stick Your Neck Out for Our Veterans!