

**VFW Auxiliary**  
**Department of Washington**  
**General Orders No. 2 September-November 2018**

1. Our second step for this year has been met. All the bonds were in by the required deadline. Thank you to all who assisted in this effort. Our next deadline is to have your 990-N Postcard filed no later than November 15<sup>th</sup> with the IRS. You can find information to assist you on MALTA under treasurer's handbook as well as the online academy. If you need help with this please contact myself or our department treasurer, Cindy Burkey.
2. National no longer sends dues reminders out. They do however have a sample dues reminder on MALTA you can use to create your own and send them out. Members can go online and pay their dues themselves through MALTA if they wish to. Auxiliary treasurers can also now go into MALTA and process dues for their annual members who are not new members. All new memberships must go through the department treasurer now.
3. A reminder to Auxiliary Treasurers/ Presidents, our State Standing Rules advise that the Hospital pledge is \$3.00 per member based on your membership as of June 30, 2018. As was stated at school of instruction, this money funds our Washington State Auxiliary Hospital budget for our local VA Hospitals and Veterans Homes. Please mail your checks with a check summary to Department Treasurer Cindy Burkey.
4. The Quarterly audits for the 3<sup>rd</sup> quarter are due to Department Treasurer Cindy Burkey by October 31<sup>st</sup>.
5. State Rosters and Program Information was distributed to Auxiliaries at the School of Instruction held in Ritzville on August 11<sup>th</sup> or to your District Presidents if there was nobody from your auxiliary present to accept your information. If you did not receive your information please contact your District President. If anyone is missing information on any program, please let us know and we will see that a copy is gotten to you. Copies of General Orders and Program Bulletins can be found on our Department Website.
6. It is time for the annual Leavenworth Autumn Leaf Festival Parade which will be Saturday September, 29<sup>th</sup>. The VFW and Auxiliary are proud to lead this parade each year. We invite all who want to join us to meet at the start of the parade route about 11 am. The parade will step off at noon. There will be a float for those who wish to join in the parade but are unable to march. If you have the department shirt please wear it. If not wear the Official look blouse/shirt or something red, white and blue. After the parade there will be a potluck lunch at the site where the RV's gather next to the sporting goods store. Hot dogs, buns and condiments will be provided by the Department President and her husband. Bring a dish to share, whatever you wish to drink and a chair. If you can't bring a dish come join us anyway and have fun.
7. The VFW Auxiliary National President's Homecoming will be Friday September 7<sup>th</sup>. This will be followed by the CAFÉ (Celebrating America's Freedom Event) on Saturday at Gettysburg. Deadline for reservations has passed.
8. Western Conference is November 1-4 in Vancouver, Washington. Registration deadline is October 1, 2018. Contact Department headquarters, if you need a packet.
9. Washington State Mid-Year Conference is January 11-12 in Yakima.