



# Application for Post Charter

(Through Department Headquarters)

TO THE ADJUTANT GENERAL, VETERANS OF FOREIGN WARS OF THE UNITED STATES:

The individuals listed hereon, in accordance with Section 201 of the National Bylaws and Manual of Procedure, hereby apply for a charter for a Post of the Veterans of Foreign Wars of the United States to be located in:

\_\_\_\_\_  
City, County, State, Country

PRINCIPLE ORGANIZER(S): \_\_\_\_\_

Printed Name(s)

DISTRICT/COUNTY COUNCIL RECOMMENDATION (if applicable): \_\_\_\_\_

District No.

Commander (Printed Name & Signature)

County Council

Commander (Printed Name & Signature)

### DEPARTMENT COMMANDER ENDORSEMENT

I have verified each applicant for membership is a (1) U.S. citizen or U.S. National, (2) has honorable service in the Armed Forces of the U.S. (3) service entitling the applicant a recognized campaign medal of the U.S. government, or received special pay for duty subject to hostile fire or imminent danger, or 30 consecutive or 60 non-consecutive days of service in Korea as set forth in the VFW Manual of Procedure. I understand once this application is approved by the Commander-in-Chief, I will designate an instituting officer who shall see the Post is instituted within sixty (60) days of application acceptance in accordance with Section 201 of the National Bylaws and Manual of Procedure.

Department of

Commander (Printed Name & Signature)

**Form must be legible.** Information should be completed in every detail. Membership applications with required signatures and dues must accompany the application at the time of submission. A Post may only be formed by completing this charter application consisting of twenty-five (25) eligible veterans, of which at least ten (10) must be new members. This application shall bear the recommendation of the District and County Council Commander, where one exists, and the Department Commander. Once the application is approved, a Post number will be assigned. No Post shall be instituted with less than ten (10) members of the new Post present. If not instituted within sixty (60) days from the date of approval, said approval may be rescinded. The instituting officer shall review all documentation submitted by members being mustered to verify eligibility. After such institution, election and installation of officers, the instituting officer shall submit the report of institution to Department Headquarters. The Post may not adopt the name of a living person; other than a living Medal of Honor recipient, and only after written consent from the recipient has been received, or adopt a name already adopted by another Post in good standing in the same Department. The application will be submitted by the Department Adjutant to the Adjutant General for authorization by the Commander-in-Chief.

#### INTERNAL USE ONLY

Received

Approved

Post No.

Date of Institution

	NAME (LAST, FIRST, MIDDLE INITIAL, SUFFIX)	MEMBERSHIP TYPE (ANNUAL, LIFE, INSTALLMENT LIFE)	FORMER MEMBER (POST #)	BRANCH OF SERVICE	DATES OF SERVICE		NAME OF CAMPAIGN MEDAL
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					QUALIFYING SERVICE		
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	NAME (LAST, FIRST, MIDDLE INITIAL, SUFFIX)	MEMBERSHIP TYPE (ANNUAL, LIFE, INSTALLMENT LIFE)	FORMER MEMBER (POST #)	QUALIFYING SERVICE			
				BRANCH OF SERVICE	DATES OF SERVICE		NAME OF CAMPAIGN MEDAL
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