



## CHAPTER TRANSFER FORM

### Transfer Processing Instructions

1. A current chapter member in good standing may request transfer to another chapter or department
2. Five (5) signatures/dates are required to transfer: The transferring member, The accepting AMVETS Post commander (Riders National Bylaws Article 4.9), Losing Riders chapter president, Gaining Riders chapter president and the department president (if department exists) or National Riders Secretary if no department exists. The losing chapter may not delay or deny a member's transfer request unless there is a cause, such as the member owes money or has possession of chapter property that must be returned. **NOTE:** If a transfer is denied for cause, the reason for denial must be submitted in writing to the department headquarters or National headquarters if no department exists, along with the unsigned transfer form, within 10 days. The Department/National will notify all parties involved regarding this action. **PRINT AND SUBMIT – DO NOT EMAIL.**
3. The completed and signed transfer form should be mailed to the Department office (if existing) where it will be signed, dated, copied and forwarded to the appropriate chapter officials and National headquarters.
4. Upon receipt of completed transfer form, the gaining chapter shall consider approval of the transfer. Direct questions to AMVETS Riders Department or National 1<sup>st</sup> Vice. Mail to Riders National Headquarters at **NEW ADDRESS PENDING**

<u>Member Name/Number</u>	<u>Chapter/State</u>	<u>Department</u>	<u>Date</u>
Accepting Post Commander	Post	Department	Date
_____	_____	_____	_____
Losing Chapter President	Chapter	Department	Date
_____	_____	_____	_____
Gaining Chapter President	Chapter	Department	Date
_____	_____	_____	_____
Department President	Chapter		
_____	_____	Date: _____	