

Department of PA Additional Inspection Items

Post: _____ Location: _____ District: _____ Date: _____

Additional Post Inspection Items:

1. How many deeds make up all Post property? _____
2. Are all deeds in the name of the Post (not Home Association)?..... Yes No
3. Were copies of all deeds available for inspection?..... Yes No
4. Does the Post maintain a copy of the IRS 147C letter verifying EIN?..... Yes No
5. Has the Post confirmed that the EIN is not listed on the IRS Auto Revocation list?..... Yes No

Home Association Inspection Items:

1. Are all aspects of the Home Association, including control of funds, under the direct control of the Post as prescribed in section 709 of the National Bylaws?..... Yes No
2. Is the Home Association incorporated?..... Yes No
3. Name of the incorporated unit: _____
4. Date incorporation reviewed by Department HQ: _____
5. Has the Incorporation been filed with the PA Department of State?..... Yes No
6. Is the Commander of the Post a member of the Home Association Board of Directors?... Yes No
7. Is the Commander also the President of the Home Association?..... Yes No
8. Is the Quartermaster the Treasurer of the Home Association?..... Yes No
9. Is the Quartermaster in control of all Home Association funds?..... Yes No
 - a. Balance of all checking accounts: \$ _____
 - b. Balance of all savings accounts: \$ _____
 - c. Balance of CD and bond accounts: \$ _____
 - d. All of other funds and cash on hand: \$ _____
 - e. Total all funds: \$ _____
 - f. Treasurer bond amount: \$ _____ Bond expiration date: _____
10. Is the treasurer bond larger than the total of all funds?..... Yes No
11. Has the Quartermaster authorized others to sign on their behalf?..... Yes No
12. Are the Trustees of the Post also the Trustees for the Home Association?..... Yes No
13. Does the Home Association have a copy of their IRS 147C letter verifying EIN?..... Yes No
14. Is the Home Association EIN on the IRS Auto Revocation list?..... Yes No
15. Date of the last Home Association 990 filing _____
16. Who holds the canteen liquor license?..... Post Home Association
17. Liquor license number (C or CC): _____ LID number: _____
18. Does the Home Association maintain general liability insurance?..... Yes No
19. Does the Home Association maintain liquor liability insurance?..... Yes No
20. Are all unbonded employees covered under a dishonesty insurance policy?..... Yes No
21. Are VFW National HQ and VFW Department of PA listed as additional insureds?..... Yes No
22. Total number of social members (any member not a National VFW or Auxiliary member): _____

Comments

Post Commander: _____ Date: _____

Inspector: _____ Date: _____