

Post & District Commanders, Adjutants, & Quartermasters:

Effective immediately posts may process their own life membership upgrades/new life member applications and submit for reimbursement from the Department's Life Member Fund, subject to the following:

1. Reimbursements will be done via ACH. Posts/Districts will need to submit their banking information to the Department QM. This will be done via a QuickBooks link sent to your official post/department e-mail address (ends in @vfwma.org)
2. Reimbursements will be done on a first come, first paid basis, for as long as funds remain available. Replenishment of the fund is at the discretion of the Department Council of Administration.
3. Reimbursement requests should be submitted to the Department Adjutant using the attached form (also available on our website).
4. A PDF of the e-mail confirmation showing the confirmation number and member's name must be included with the form.
5. Requests should be submitted on either a monthly or quarterly basis to adjutant@vfwma.org.
6. Please discard all prior Life Membership Upgrade forms.
7. This process is only for posts/districts. Individual members are strongly encouraged to reach out to their Post Quartermaster to upgrade their membership. However, if a member does mail an old form to HQ it will be processed. We will not be turning members away.

Comrades - we've had this program since July of 2023. There are still posts out there saying they had no idea this program existed. Please continue to share the program to your posts and members so that they can take advantage of it if they wish.

Please reach out to me via e-mail at stateqm@vfwma.org if you have any questions or concerns.