



VETERANS OF FOREIGN WAR OF THE UNITED STATES OF AMERICA

DEPARTMENT OF WASHINGTON
5213 PACIFIC HIGHWAY EAST
FIFE, WA 98424



DREW JAMES, DEPARTMENT COMMANDER

General Order Number 3

July 2025

1. **Chain of Command:** Utilizing it correctly is important. Problems encountered at the Post level can often be managed effectively by using appropriate measures and forming a committee to address the issue. If the problem remains unresolved, assistance can be requested from the District Commander. Department intervention shall be the last means of resolving internal problems; however, the officers and staff in the Department are more than willing to assist or provide guidance.
2. **Social Memberships:** The National Bylaws provide for only one type of membership: active membership. There are no provisions in the National Bylaws, nor is there any authority or justification for the issuance of Club Membership cards, Associate Member cards, Honorary Membership cards, Courtesy Membership cards, or any other special type of cards. Any Post issuing such unauthorized cards or conducting club operations open to the general public endangers its standing with the Internal Revenue Service as a non-profit organization. Officers signing outlaw cards admitting non-members to VFW premises are subject to disciplinary action. National and Department officers cannot defend practices that conflict with VFW Bylaws or procedures.
3. **Bylaws:** Posts and Districts are encouraged pre order the new 2026 edition to ensure everyone is staying current with bylaw and ritual changes from the National Convention.
4. **Solicitation of Funds:** Posts shall not solicit funds or donations or otherwise engage in fundraising activities or projects outside the immediate geographical area or community of the Post per Article II, Section 214 of the Manual of Procedure.

Examples:

- a. A Post may conduct a raffle or fundraiser within its local town or county.
- b. A Post may not advertise raffles, sell tickets, or collect donations statewide or online without prior written Department approval

Failure to follow these guidelines could result in disciplinary action or jeopardize the Post's nonprofit status.



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5. District and Post Quartermasters must complete all monetary transactions directly with the Department Quartermaster.

Accepted methods of payment include:

- Mailed checks
- ACH transfers (available upon request)
- Zeffy, which is becoming the Department's preferred method and should be used whenever possible.

Important: Do not send payments to the Department Adjutant or Assistant Adjutant, as they no longer process financial transactions.

6. **Bonding Requirement:** Each officer accountable for funds or property pursuant to any provision of the bylaws shall be bonded per Article VII, Section 703 of the Manual of Procedure.
7. **Agency Contacts:** Report any contact with enforcement agencies (e.g., WSLCB, IRS, Police) within 72 hours.
8. **Arrearages, Deficiencies and Omissions:** Any post in arrears for any financial obligations to District, Department and National for fees, dues, poppy money, supply money, failing to have the QM bonded in accordance with Sec 703, failing to ensure the post is properly insured, in accordance with Section 709, properly completed quarterly Post Trustees Report of Audit, Post Election reports or other obligations are subject to suspension.
9. **Reports:** The department is no longer accepting paper, fax, or mailed reports. If you cannot submit on the State dashboard, you can submit by emailing the Assistant Adjutant, Chairperson, or the committee member overseeing that program only.
10. **District Reports:** District Commanders are required to fill out the District Commanders report 45 days after district meetings.
11. **Community Service Reporting:** The CSR Reports are the only reports for the 2025-2026 year for the Posts. Previous versions of duplicate reports, stand down reports, etc. are now obsolete and not required. Please report all activities of Community Service through the CSR Dashboard located on the Department Website WWW.VFWWA.ORG



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Program Participation: Posts must actively participate in all core programs listed in the Department Roster and Program Book.

12. **Examples of required participation include:**

- Submitting at least one entry to Voice of Democracy and Patriot's Pen
- Nominating a teacher for Smart/Maher Teacher of the Year
- Conducting a Buddy Poppy distribution
- Supporting or recognizing local Scouts or youth groups
- Reporting all qualifying activities through the CSR Dashboard

Failure to participate in core programs may impact a Post's standing in Department-level awards and recognition programs.

13. **National Convention:** August 9–13 in Columbus, OH.

14. **Joint School of Instruction:**

Location: Yakima, WA, VFW Post 379, @ 9 AM

118 S 5th Ave Yakima WA 98901

15. **Website/Social Media Policy:** All VFW WA-affiliated websites or social media pages must be pre-approved by the Department Commander.

Requests for approval must be submitted to adj@vfwwa.org and should include:

The full website or social media page URL

Names of administrators or editors

A brief explanation of the intended use

A list of currently approved websites and social media pages will be maintained on the Department website or published in a future General Order.

16. **Official Correspondence:** Will come through and be sent to the Department Adjutant unless otherwise directed by the Department Commander.



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17. Courtesy emails were sent to Posts and Districts for required missing items. If your Post or District is missing items, those items need to be sent into the Department. Posts or Districts found to be in arrears will receive warning letters, followed by possible suspension letters if the items are not submitted.
18. Announcement is made of Posts currently under suspension:
 - a. Post 7395 Odessa
 - b. Post 10711 Wellpinit
 - c. Post 5052 Maple Valley Black Diamond
 - d. Post 2554 Sultan
19. Announcement is made of the Cancellation of Charter:
 - a. Post 7010 Ryderwood

As an organization rooted in tradition, it is important to mentor and teach both the workings of our order and its traditions. I am serving as the Department of Washington's 104th State Commander, and I am proud to be a part of our Department of Washington VFW. Together, we aim to achieve significant accomplishments. As we move into this year, serving veterans and families, we must also prepare for the future, as you will see our Sr. and Jr Vice Commanders taking a more front-line approach to continue helping us lead from the front in our service efforts this year and the years to come. This is a pivotal time for the VFW in Washington State. **"Stand for What's Right."**

BY COMMAND OF:

Drew James
Department Commander

OFFICIAL:

Joe Wright
Department Adjutant