

# VETERANS OF FOREIGN WARS DEPARTMENT OF OHIO

GENERAL ORDERS NO. 24-25-9

March 2025

1. **INSTALLING OFFICERS.**

Installing Officers will perform their duties in accordance with the provisions of Section 216 of the National Bylaws and the Manual of Procedure. All newly elected Officers must be confirmed to be in good standing and qualified to hold office prior to being installed for the current year. Officers shall not be installed or assume the duties of their office until proof of eligibility has been submitted and properly verified. Warrants for Installing Officers are no longer required, and Department no longer issues past or current commander cards.

Post Election Reports must be submitted following Post election of officers in April and no later than June 1 to the National Headquarters. We highly encourage all Post Quartermasters to use the online Election Report process featured in the Online Membership System (OMS). Post Election Reports received electronically will be forwarded to the Department Headquarters.

2. Posts are urged to plan now for **Loyalty Day and Memorial Day observances**. Requests for Loyalty Day material should be forwarded to National Headquarters, attention Program Director. They are also available at [www.vfw.org](http://www.vfw.org), Section 223 of the National Bylaws and the Manual of Procedure provides that each Post shall make the necessary arrangements for proper observance of Loyalty Day and Memorial Day. Officers should see that suitable grave markers, wreaths and flags of the United States are placed on the graves of deceased veterans
3. Attention is directed to Section 218, Manual of Procedure, concerning the duty of the trustees. **Trustees' Report of Audit** must be completed quarterly by the trustees and submitted to Department Headquarters. Trustees are reminded the post quartermaster is to have custody of all post funds.
4. Pursuant to Section 403 of the National Bylaws and the Manual of Procedure, each District shall hold an annual District convention for the purpose of electing District officers, such convention to be held not less than ten (10) days nor more than seventy-five (75) days prior to the convening of the Department convention. District officers shall not assume the duties of their office until the Department Commander is installed. District officers shall not be installed or assume the duties of their office until proof of eligibility have been submitted and properly reviewed in accordance with Section 416 of the Manual of Procedure.
5. A member whose current dues are paid through their anniversary month date is in good standing and, unless suspended or terminated, is entitled to all Membership rights in accordance with the National By-Laws. A member who's dues are unpaid after their anniversary month date ceases to be a member in good standing and loses all rights of membership in the Veterans of Foreign Wars.

6. Post Quartermasters and Trustees are again reminded to use [vfwohioaudits@gmail.com](mailto:vfwohioaudits@gmail.com) when forwarding Quarterly Trustee Reports of Audits via email.
7. **Registration Fees, Department Convention.** Each accredited delegate registered at the Department Convention shall pay a registration fee of five dollars (\$5.00). Pre-registration for this years Convention will open at the end of March 2025 and cost four dollars (\$4.00), send pre-registration form & payment to VFW Department of Ohio. Pre-Registration forms will be available on-line at [vfwoh.org](http://vfwoh.org).
8. **Attention is directed to Section 709**, National By-Laws, Second Paragraph states “Any post owning and/or operating, directly or by reason of a holding company or other entity substantially controlled by the Post or its members, a canteen, clubroom or other facility available to members or guests **must maintain general liability insurance**, including, if necessary or appropriate, **liquor liability insurance**. **Such insurance must be of type and amount sufficient to protect the Post and must name, as additional insured, the Veterans of Foreign Wars of the United States and the VFW Department of Ohio** in which such Post is located”. A Certificate of Liability (**form Acord 25**) must be forwarded to the Department.

If you have a canteen or clubroom in which liquor is sold and/or consumed, you **must have** liquor liability insurance.

Posts not in compliance with this section of the National By-Laws **are not** in good standing with the National or State organization.

Not being in good standing can determine your ability to obtain a gaming license from the state of Ohio.

9. **Attention of Post Commanders** is directed to Section 222 of the National By-Laws and the Manual of Procedure, which provides that each Post will pay, in advance, a **National Convention registration fee of twenty-five dollars (\$25) which shall entitle the Post to a packet of convention information and materials and one identified registered delegate for the National Convention.** Each additional delegate attending the National Convention will pay ten dollars (\$10) delegate fee. Posts are encouraged to register their Post delegate online through the Online Membership System (OMS) or by submitting their National Convention Post and Delegate Registration form that will be mailed to all Posts as part of the Election Report/Convention Registration mailing going out this month. Advanced registration for the 124<sup>th</sup> National Convention should be mailed with each delegate’s name and address to: Convention Registration, 406 West 34th Street, Kansas City, MO 64111.

10. **“BUDDY”® POPPIES DISTRIBUTION:** The distribution of VFW “Buddy”® Poppies will be conducted according to the provisions set forth in Section 711 of the National Bylaws and the Manual of Procedure. Department, District, County Council and Post Commanders should arrange now for the distribution of Buddy Poppies in their respective areas. In the ongoing effort to provide as much assistance as possible to those serving in the military, we recommend that proceeds or portions from this year’s annual poppy distribution be designated for the purpose of providing VFW support to our military. Posts and Departments now can assist qualified military personnel through the VFW Veterans and Military Support Programs. In keeping with the intent of Sections 219(a)(c) and 704(a)(c) of the Manual of Procedure “Relief Fund,” this year’s poppy campaign can play a direct role in demonstrating to those who are charged with protecting and defending our way of life that we appreciate and value their sacrifice.
11. Announcement is made 2025-2026 **Department Council of Administration Meeting** will be held July 11-13, 2025, at the Cherry Valley Hotel, in Newark, OH
12. **ATTENTION ALL-STATE DEADLINES:** Due to the Annual June Convention to be held June 5-8, 2025, ALL STATE POST COMMANDERS & POST MEMBERSHIP CHAIRMAN DEADLINE will be April 30, 2025 for Membership and Programs.

BY ORDER OF:  
Kari E. Pfeifer  
State Commander

OFFICIAL:

*Richard T. Curry*

Richard T. Curry  
State Adjutant