



VETERANS OF FOREIGN WARS OF THE UNITED STATES

District/County Council Inspection Report

DATE INSPECTED	DISTRICT NO.	DEPARTMENT OF	COUNTY COUNCIL (IF APPLICABLE)
1.	NUMBER OF POSTS IN DISTRICT/ COUNTY COUNCIL?	NO OF POSTS PRESENTED AT MEETING?	ARE ALL DISTRICT/COUNTY COUNCIL OFFICES FILLED? YES <input type="checkbox"/> NO <input type="checkbox"/>
2.	HAVE ALL KEY COMMITTEE CHAIRMEN BEEN APPOINTED AND ADVISED OF THEIR RESPONSIBILITIES? YES <input type="checkbox"/> NO <input type="checkbox"/>	FREQUENCY OF MEETINGS?	PROSPECTIVE DATE/PLACE OF NEXT DISTRICT/COUNTY COUNCIL MEETING?
3.	DOES DISTRICT/COUNTY COUNCIL HAVE BY LAWS ADOPTED IN ACCORDANCE WITH NATIONAL BYLAWS? YES <input type="checkbox"/> NO <input type="checkbox"/>	ARE DISTRICT/COUNTY COUNCIL MEETINGS CONDUCTED ACCORD- ING TO RITUAL? YES <input type="checkbox"/> NO <input type="checkbox"/>	IS PROPER PARLIAMENTARY PROCEDURE FOLLOWED? YES <input type="checkbox"/> NO <input type="checkbox"/>
4.	DOES VOTING PROCEDURE CONFORM TO SECTION 419 DISTRICT/ SECTION 321 COUNTY COUNCIL MANUAL OF PROCEDURES? YES <input type="checkbox"/> NO <input type="checkbox"/>	DOES DISTRICT/COUNTY COUNCIL PROMOTE SCHOOLS OF INSTRUCTION FOR POST OFFICERS AT DISTRICT/CONTY COUNCIL MEETINGS? YES <input type="checkbox"/> NO <input type="checkbox"/>	DOES DISTRICT/COUNTY COUNCIL ADJUTANT KEEP A COMPLETE RECORD OF PROCEEDINGS? YES <input type="checkbox"/> NO <input type="checkbox"/>
5.	DOES DISTRICT/COUNTY COUNCIL ADJUTANT MAINTAIN PROOF OF ELIGIBILITY FOR ALL DISTRICT/COUNTY COUNTY OFFICERS ELECTED AND APPOINTED? YES <input type="checkbox"/> NO <input type="checkbox"/>		
6.	ARE QUARTERMASTER BOOKS ACCURATE AND UP TO DATE? YES <input type="checkbox"/> NO <input type="checkbox"/>	IS QUARTERMASTER BONDED? YES <input type="checkbox"/> NO <input type="checkbox"/>	AMOUNT OF BOND? \$, .
7.	CHECKING ACCOUNT BALANCE? \$, .	SAVINGS ACCOUNT BALANCE? \$, .	EXPERATION DATE OF BOND? - -
8.	DATE OF LAST AUDIT? - -	NAME OF BONDING COMPANY?	
8.	HAVE ALL POSTS REGISTERED AT LEAST ONE DELEGATE TO THE LAST NATIONAL CONVENTION AS REQUIRED BY SECTION 222 MANUAL OF PROCEDURE? YES <input type="checkbox"/> NO <input type="checkbox"/>	ARE DISTRICT/COUNTY COUNCIL FUND RAISING ACTIVITIES CONDUCTED IN ACCORDANCE WITH THE PROCEDURES SET FORTH IN SECTION 213 AND 411 OF THE NATIONAL BYLAWS? YES <input type="checkbox"/> NO <input type="checkbox"/>	
9.	AMOUNT OF DUES ASSESSED ELECTIVE DISTICT/COUNTY COUNCIL DELEGATES?	HAVE ALL ELECTIVE DISTRICT/COUNTY COUNCIL DELEGATES DUES BEEN PAID IN ACCORDANCE WITH SECTION 318 AND 411 OF THE NATIONAL BYLAWS? YES <input type="checkbox"/> NO <input type="checkbox"/>	
COMMENTS:			

SIGNED _____ INSPECTION OFFICER

Unless otherwise instructed by the Department Inspector, the Department and District/County Council copies of the completed form are to be forwarded immediately to the Department Inspector, who will retain the Department copy for his files, and return the District/County Council copy, with comments, to the District/County Council Commander

DEPARTMENT COPY