



VETERANS OF FOREIGN WARS OF THE UNITED STATES
DEPARTMENT OF SOUTH CAROLINA
POST/DISTRICT QUARTERMASTER BOND

SEND QUARTERMASTER OR OFFICER BOND APPLICATION TO:
DEPARTMENT QUARTERMASTER-210 GLASSMASTER ROAD, LEXINGTON, SOUTH CAROLINA 29072

Comrade Post Commander/District Commander:

- One of the most important communications you will receive this year concerns the bond of your Post/District Quartermaster and/or accountable Officer. Section 703 of our National By-Laws requires that **each and every accountable officer** shall be bonded with an indemnity Company as surety and the bylaws places that particular responsibility for adequate bonding upon the Post/District Commander. In any business, it is customary to **bond any officer handling funds**.
- **ALL BONDS EXPIRE THIS YEAR ON AUGUST 31 AND THE PREMIUM FOR THIS NEW VFW YEAR MUST BE PAID TO DEPARTMENT HEADQUARTERS NO LATER THAN SEPTEMBER 1.**
- Any Unit (Post/District) may decide whether it prefers to take out a bond with some other surety company or have its funds protected through National Headquarters' surety company. If you decide to use your own surety company, it must stipulate that it is a position bond. In any case, the matter should be given prompt attention, because if your Post/District Quartermaster or other accountable Officers have previously been bonded through National Headquarters, **a new premium is required by September 1st**. All VFW bonds expire August 31st the following year.
- To take advantage of coverage, all you have to is to determine what amount of bond is necessary. Fill out the bond application and mail it to Department Headquarters (the address is shown above). Make sure you enclose a check for the proper amount of bond you are requesting made payable to *VFW Department of South Carolina*. For example, if you have 10,000 dollars in the bank, you can not secure a bond for the minimum amount which is \$3000 dollars. It is best to get your bond issue out of the way shortly after you officially assume command after the Department Convention. Don't wait. By promptly complying with this requirement of our national by-laws, you will not only safeguard the funds of your Post or District, but you will assist your Department by making it possible to complete arrangements for the next bond year.

⇒ **COVERAGES OF THE BOND POLICY REQUIRE THAT:**

- You agree to make and or cause to be made, at least annually (4) four quarterly audits of your books and accounts, including a complete verification of all securities and bank balances, pertaining to each *employee*. If the above is not complied with, the Surety Company will refuse to honor any claim of missing funds which can not be proven by your records. Regular monthly audits and reconciliation (making sure everything balances with your bank statement) may prevent the Surety Company from denying your claim.
- The Surety Company will not pay for loss resulting from any unauthorized advances made to any member for delinquent dues and assessments.
- *Employee* means any elected position, as listed in the policy section.

SEND QUARTERMASTER OR OFFICER BOND APPLICATION TO THE DEPARTMENT QUARTERMASTER
210 GLASSMASTER ROAD, LEXINGTON, SOUTH CAROLINA 29072
(Make all checks or money orders payable to: VFW Department of South Carolina)



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**POST/DISTRICT QUARTERMASTER OR
OFFICER BOND APPLICATION**

- QUARTERMASTER BOND ASSISTANT QUARTERMASTER BOND COMMANDER BOND
 SR. VICE COMMANDER BOND JR. VICE COMMANDER BOND ADJUTANT BOND

SEND SEPARATE APPLICATIONS FOR EACH BOND ORDERED, BUT YOU CAN SEND IN ONE (1) CHECK FOR THE TOTAL DOLLAR AMOUNT OF MULTIPLE BONDS REQUESTED.

⇒ APPLICATION FOR A VFW POST/DISTRICT QUARTERMASTER OR OFFICER BOND FOR THE PERIOD OF SEPTEMBER 1, 2011 THRU AUGUST 31, 2012.

(* Minimum bond for Post/District Officer Bond is \$3000.00 dollars -\$10.50)

- POST NAME _____ DISTRICT No. _____
- POST No. _____ LOCATION OF POST _____
- DATE OF THIS BOND REQUEST (*Before September 1, 2011*), _____ 2011
- MINIMUM BOND IS \$3000.00 DOLLARS (\$10.50). ADDITIONAL INCREMENTS ARE RATED AT \$3.50 PER/THOUSAND DOLLARS.

*I hereby apply for a Quartermaster or Officer bond in the principle sum of \$ _____ dollars. I understand that this bond will only be valid from September 1, 2011 thru August 31, 2012. I also understand that this bond is related to the **position** of the Quartermaster or Officer and not to an individual.*

- PREMIUM IN THE AMOUNT OF \$ _____ IS HEREWITH ENCLOSED.
- *Signature of Post/District Commander:* _____
- **PRINT YOUR NAME:** _____ DISTRICT No. _____
- ADDRESS OF POST/DISTRICT COMMANDER: _____
- CITY: _____ SOUTH CAROLINA, ZIP CODE: _____
- HOME PHONE No. () _____ CELL PHONE No. () _____
- e-mail address: (if you have one) _____

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