

# GENERAL ORDERS

AND DEPARTMENT HEADQUARTERS MEMORANDA  
VETERANS OF FOREIGN WARS OF THE UNITED STATES  
**DEPARTMENT OF KANSAS**

*VOL 100-12*

TOPEKA, KANSAS

PLEASE READ AT POST MEETING

JUNE 2021

1. Installing officers are directed to see that the Report of Election of Post Officers Form has been completed and sent to National Headquarters prior to installing Post Officers. If a Report of Election has not been forwarded to National Headquarters at the time of installation, the installing officer shall complete and forward such report at the time they install Post Officers.
2. Posts conducting Buddy Poppy distribution during the Memorial Day period shall promptly remit payment for poppies to the Department Quartermaster, P.O. Box 1008, Topeka, Kansas 66601-1008.
3. Attention is directed to the 122nd National Convention, Veterans of Foreign Wars of the United States, which will be held July 31-August 3, 2021 in Kansas City, MO.
4. Since the National Convention was moved from Baltimore to Kansas City, MO, room reservation forms will not be available until the end of May 2021. Kansas VFW HQ will email the room forms to all on our email list as soon as we receive the forms. You will only have a short time to make your reservations with the hotel.
5. Section 222 of the National By-Laws requires that each Post will register one, or more delegates to the National Convention. Advance registration fee is \$25.00 dollars for the 1<sup>st</sup> delegate then (\$10.00) for each additional delegate and should be mailed to the Veterans of Foreign Wars 122nd National Convention, VFW National Headquarters, 406 W 34th Street, Kansas City, Missouri 64111-2736.
6. Section 222 of the National Manual of Procedure provides that all Posts shall elect delegates and alternates to the National Convention at a regular meeting in April (see page 76 in the MOP). Posts are entitled to one (1) delegate and one (1) alternate for each thirty (30) members or fraction thereof in good standing at the time of election.
7. Post Commanders shall see that the office of Quartermaster be bonded in accordance with Section 703, National Manual of Procedure. They shall also see that Trustee's Report of Audit is properly prepared and submitted each quarter as required by the National Manual of Procedure Section 218
8. Attention of incoming Post Officers is directed to Section 218, Manual of Procedure, which outlines the duties of various Post Officers.
9. Congratulations are hereby extended to all Posts and Districts who were 100% in membership during the 2020-2021 year.

By order of  
Kenneth Allred, Commander  
Department of Kansas, VFW



ATTEST: Herbert Schwartzkopf, Adjutant  
Department of Kansas, VFW