



## How to Properly Handle a Request for Membership

### **Ask the person if they are Veteran. If they are, ask the Veteran if they:**

- *Received a campaign medal for overseas service*
- *Have served 30 consecutive or 60 non-consecutive days in Korea; or*
- *Have ever received hostile fire or imminent danger pay*

If they say yes to any of these, they must join the VFW as a Regular Member. Give them a VFW Post Member Application and tell them to return that with a DD-214 or other proof of their qualifying service.

**If the person is not a Veteran,** ask if they have any of the following relationships to a Veteran who is eligible for VFW membership:

*Husband/Wife, Widower/Widow, Father/Mother, Grandfathers/Grandmothers, Sons/Daughters, Grandsons/Granddaughters, Brothers/Sisters*

If so, they are eligible to join as an Auxiliary member. Provide them with a VFW Auxiliary Membership Form.

**If the person is not a Veteran or is not eligible to become an Auxiliary member,** he/she will only be able to join as a Social Member. Have them fill out a Social Membership Application.

**PAYMENT:** *If any money is taken it must be securely attached to the Membership Form. Remind VFW and Auxiliary Applicants that they need to submit proof of their eligibility before their applications can be voted on so they may want to wait until they can bring in their application with proof of eligibility before providing payment.*

***Always provide the applicant with a receipt for their payment noting on the receipt his/her name and the type of membership being applied for.***