VVA MEMBERSHIP TRANSFER FORM

Mail or Fax completed transfer form to:

Vietnam Veterans of America

8719 Colesville Road, Suite 100

Silver Spring, MD 20910

Fax: 301-585-3019

Name: _____ Membership No: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail: _____

TRANSFERRING TO: **New Chapter Number**: _____

Chapter Address: _____

City: _____ State: _____ Zip: _____

_____

Print name and title of official or State Council

_____Date: _____

Signature and Title of official in new chapter or state council

TRANSFERRING FROM:

Former Chapter Number: _____ State: _____

_____Date: _____

Signature of member requesting transfer

Note: The chapter that the individual member is transferring from should remove the individual's DD-214 from their files and mail it to the new 'transferring to' chapter or state.

Member Transfer Processing Instructions:

1. Member transfers may be initiated by a member or by invitation from a representative from a chapter or state council.
2. Two signatures are required. Both the transferring member and membership chair (or other designated official) from the chapter or state council that a member is "transferring to" must sign the completed Member Transfer Form.
3. The membership chair from the new (transferring to) chapter should forward the New State Council copy of the Member Transfer Form to their state to advise them of the transfer. The National and Former Chapter copies should be sent to the national membership affairs office.
4. The national data base will be updated and a replacement member card will be sent to the member.
5. The National Membership Dept. will forward a copy of the Member Transfer Form to the former chapter to advise them of the transfer.

For Office use only:

State Council's Copy | Transferring To Chapter 's Copy | Former Chapter's Copy

Revised 09/2009