

Department of Pennsylvania
Veterans of Foreign Wars
of the United States

CHARTERED BY CONGRESS

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4002 FENTON AVENUE
HARRISBURG, PA 17109

August 2, 2019

David W Gyger
District 18 Commander
Dept of PA VFW
111 Cameron Ave
Hummelstown, PA 17036

Dear Comrade Gyger:

This is to advise you of your allowance as **DISTRICT COMMANDER** for the fiscal year 2019-2020. Based on the number of members in your District as of 6/30/19 your allowance is as follows:

A/C 5170 Regular Allowance = **\$600.00**

A/C 7740 District Membership Expenses

Based on 5606 members @ .7 cts = **\$392.42** 25% Travel = **\$98.11**

Your allowance is to be used only in your District. When traveling outside of your own District limits, travel will be paid only when it is authorized by the State Commander.

Your District Membership Program for 2019-2020 must be submitted to the State Quartermaster no later than September 30, 2019. It will then be approved by the State Commander and copies will be given to the State Membership Chairman.

It is **recommended** that no more than **25%** of your District Membership Allowance be **used for travel expenses**, and the balance of **75%** be **used for District Membership Awards**. This will help promote an increase in Membership in the District under your command. Please keep a record of your own balance in the above accounts.

PLEASE NOTE: In order to receive your **MEMBERSHIP ALLOWANCE** you must complete in detail, with receipts attached, a signed voucher following instructions furnished on back of the voucher, and submit it within **sixty (60)** days from date incurred. (A Blank Travel Voucher is enclosed). **Any vouchers received after the close of the State Convention 2020 will not be paid**, since **THE NEW FISCAL YEAR WILL HAVE STARTED**. There will be no exceptions to this rule, because all vouchers, books and records, must be turned over to the C.P.A. for proper audit, in order that the Department Quartermaster can prepare a Final Statement of all Income received and expended during the past fiscal year.

If you have any questions, please feel free to write or call, my office is at your service all the time.

Yours in comradeship,

John B. Getz, Jr
State Quartermaster

JBG:jrr