

**Department of Colorado
Veterans of Foreign Wars of the U.S.
1400 Carr Street - Lakewood, CO**

General Orders No. 4

May 1, 2017 Series 2016-2017

1. 97th **DEPARTMENT CONVENTION** will be held in Colorado Springs, June 14th through 17th. The Council of Administration will meet at 6:00 pm, June 14th at Hotel Elegante. All Council Members are requested to attend!! Uniform for the Convention will be: Council of Administration - casual; Joint Opening - Blues & Greys; Business Sessions - Black & White; Joint Memorial - Dark Suit or Blues & Greys.
2. **POST QUARTERMASTERS**: Request the assistance of your members in completing the list of deceased members form and return to Department Headquarters no later than May 19, 2017.
3. **DISTRICT COMMANDERS** must attend Council of Administration meeting June 14th at State Convention in Colorado Springs, CO. You must also be present at ALL Business Sessions to receive your full travel expense check plus per diem for you motel room.
4. **REQUESTS FOR REIMBURSEMENT** from 2016-2017 Council Members between July 1, 2016 and June 30, 2017, must be submitted in writing and approved by the State Commander. If NOT submitted by July 10, 2017, the request will not be paid.
5. **POST ELECTION REPORTS**: It is the responsibility of the membership to insist that the responsible officer reports the elections of officers to Department immediately after the election is completed.
Section 213 – Arrearages, Deficiencies and Omissions states: Any Post in arrears for any financial obligations to District, Department or National for fees, dues, poppy money, supply money, failing to have the office of Quartermaster properly bonded in accordance with Section 703, failing to ensure that the Post is properly insured in accordance with Section 709, failing to submit properly completed quarterly Post Trustees Report of Audit, Post Election Report for the ensuing year, or other obligations, shall be deprived of all representation in District, Department and National Conventions. Such representation shall be restored promptly upon proper adjustment of such deficiencies.
6. **POST AND DISTRICT ELECTION REPORTS**: If not sent to Department by July 1, 2017 your officers will be omitted from the Department Roster. No exceptions.
7. **POSTS SHOULD ARRANGE SPECIAL CEREMONIES** and all Commanders shall alert comrades to their obligations for appropriate commemoration of the following outstanding action dates in U.S. History: May 8th, VE Day; June 6th, D Day; June 14th, Flag Day. It is requested that all Posts and their members honor Memorial Day on May 31st.
8. **DELEGATE FEE NOTICES** are being sent to each Post Quartermaster, May 1, 2017. Fee

must be paid to Department Headquarters prior to State Convention or your vote will not be accepted. Post Commander Delegate Card will be mailed to the Post Commander.

ATTESTED BY:

/s/ Ronald J. Lattin

Ronald J. Lattin

State Adjutant

BY COMMAND OF:

/s/ Allan Stone

Allan Stone

State Commander