



VFW AUXILIARY DEPARTMENT OF CALIFORNIA
IMPORTANT NOTICE
2025-2026 Delegate Forms

Dear Auxiliary President, Secretary, and Treasurer:

Please read and familiarize yourselves before your regular business meeting in April. “Any member in good standing shall be eligible for election” as a Delegate or Alternate. “Delegates and Alternates shall serve for one (1) full year from election to election.” (Sec. 301)

Please review the materials in this packet to be ready to complete this very important process for our organization.

This packet includes:

- Copies of Bylaws relevant to District, Department & National Delegates.
- District Delegate list with instructions – **send completed list to your District Secretary.**
- Department Delegate list with instructions – **send completed list to the Department Secretary & Department Treasurer. A check for Department delegates shall be mailed to the Department Treasurer.**
- National Delegate list with instructions – **Delegates are to be entered in MALTA.**

The Department Treasurer will be emailing an invoice that will calculate your Auxiliary’s delegate fees. The invoice will also include if the Auxiliary is in arrears for prior financial obligations, audits, or any other elements in which the Auxiliary maybe in arrears.

If we can be of further assistance, please do not hesitate to contact me or the Department Treasurer.

Dawn Ragnar
Department Secretary/Asst. Treasurer
Secretary@vfwauxca.org
Cell 916-767-8040

VFW AUXILIARY, DEPARTMENT OF CALIFORNIA
2026 DISTRICT CONVENTION DELEGATES

Sec. 302—District Meetings and Convention

A. Delegates and Alternates to Districts shall be elected at a regular meeting of the Auxiliary held not less than ten (10) calendar days prior to the District Convention at which District Officers are to be elected.

The Auxiliary Secretary shall provide the names of the Delegates and Alternates to the District Secretary prior to the District Convention or as the District Standing Rules direct.

Auxiliaries instituted subsequent to March 30 shall as promptly as possible elect Delegates and Alternates to the District Convention.

The term of office for which Delegates are elected shall be for one (1) year from date of the election, as described in this Section, until the election of the new Delegates.

Per California Bylaws,

Section 1.

Elected delegates to District Convention shall consist of one (1) delegate and one (1) Alternate for each ten (10) members or fraction thereof in good standing in the VFW Auxiliary at the time of the election of Delegates.

Sec. 503— District Composition

A. The District Convention or meeting shall consist of:

1. The National President and Past National Presidents, elected National Officers and the National Council Member, who are members in good standing in a Auxiliary within that District.
2. The Department President and Past Department Presidents who are members in good standing in a Auxiliary in that District.
3. The District President, all elective and appointive Officers of the District and all Past District Presidents who are members in good standing in Auxiliaries in that District.
 - a. If a Past District President transfers their membership to an Auxiliary in another District within their Department, they are allowed to keep the status of a Past District President of their new District for recognition purposes only. They will not have voting rights as a Past District President of their previous District.
 - b. If a Past District President Transfers their membership to an Auxiliary in another Department, they will not have voting rights or recognition as a Past District President.
 - c. Should there be a division, consolidation or elimination of a District or should any District's geographical boundaries be changed due to redistricting, any Past District President, who is a member in good standing in an Auxiliary within the geographical boundaries of the District from which they were elected and served to the end of their term as District President shall retain their title, recognition and any privilege they may otherwise be entitled to, including voting.
4. All Auxiliary Presidents throughout that District.
 - a. In the absence of the Auxiliary President, the Auxiliary Senior Vice-President, or in their absence, the Auxiliary Junior Vice-President, may function as a member of that District Convention or meetings.
5. Delegates to be elected by the Auxiliaries in that District.

District Delegates

(this form is to be sent to your DISTRICT Secretary)

Auxiliary Name _____ Auxiliary # _____ District # _____

Date of Election _____ Total Members on March 31 _____ Number of Delegates _____

	Delegate Name	Member #	Alternate Name	Member #
1				
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Note: Elect 1 Delegate and 1 Alternate for each 10 members or a fraction thereof.

2025-2026 Auxiliary Officers:

Auxiliary President Name: _____

Senior Vice President Name: _____

Junior Vice President Name: _____

List all Officers listed according to Sec. 503 (i.e., Past Department President, Past District Presidents):

Signed _____ Auxiliary President 2023/2024

Email/Home Address: _____ Phone _____

Information for 2026/2027 Officers:

President Name: _____

Senior Vice President Name: _____

Junior Vice President Name: _____

Use additional sheet as necessary.

	Delegate Name	Member #	Alternate Name	Member #
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VFW AUXILIARY, DEPARTMENT OF CALIFORNIA
2026 DEPARTMENT CONVENTION DELEGATES

Sec. 303—Department Meetings and Convention

A. Delegates and Alternates to the Departments shall be elected at a regular meeting of the Auxiliary held not less than thirty (30) calendar days prior to the Department Convention

Per California Bylaws,

Section 1. Delegates and alternates to the Department Convention shall be elected at a regular meeting of the Auxiliary, one (1) delegate and one (1) alternate for each ten (10) members or fraction thereof in good standing in the Auxiliary based on the March 31 Department Membership Report. The Department Treasurer shall notify each Auxiliary of the total number of delegates the Auxiliary is entitled to and the total delegate fees due. Elected delegates to District Convention shall consist of one (1) delegate and one (1) Alternate for each ten (10) members or fraction thereof in good standing in the VFW Auxiliary at the time of the election of Delegates.

Section 2. A delegate registration fee of seven dollars (\$7.00) shall be paid by each Auxiliary for every delegate to which the Auxiliary is entitled. The delegate registration fee shall be forwarded by each Auxiliary regardless of the number of delegates present at the Annual Department Convention and must be in the hands of the Department Treasurer not later than fifteen (15) days before the convening of the Department Convention each year. This registration fee must also be paid by each member included in the composition of the Department Convention to be allowed to vote. Auxiliaries failing to forward the full delegate registration fee shall be considered delinquent and in arrears. However, all rights shall be restored promptly upon proper adjustment of such delinquency.

Section 3. All Auxiliaries shall pay for their delegates and forwarded to the Department even though they do not attend the Convention. Auxiliaries must also pay a seven-dollar (\$7.00) fee for their Auxiliary President, Department Officers who are members of the Auxiliary, Past Department Presidents who are members of the Auxiliary, and the National Council Member Area G, if a member of the Auxiliary.

Section 4. Quorum: the minimum number of delegates required to constitute a quorum for the transaction of business at a Department Convention shall be not less than one (1) delegate from at least one-fourth of the Auxiliaries in the Department.

Sec. 308—Arrearages Affecting Delegates

A. Any Auxiliary in arrears for District dues shall be deprived of Auxiliary representation at those meetings or Conventions for which the dues are in arrears.

B. Any Auxiliary in arrears for the following shall be deprived of Auxiliary representation on all levels. 1. Other financial obligations to National Headquarters

2. Failing to have the office of the President and Treasurer bonded

3. Failure to submit required quarterly audits (Past four (4) consecutive audits due prior to the Convention.)

Department Delegates

(this form is to be sent to secretary@vfwauxca.org AND mailed with your payment to 9136 Elk Grove Blvd, Ste 101, Elk Grove CA 95624)

Auxiliary Name _____ Auxiliary # _____ District # _____

Date of Election _____ Total Members on March 31 _____ Number of Delegates _____

Note: A fee of \$7.00 is payable for each delegate. Refer to Sec. 308 regarding arrearages. The Department Treasurer will be emailing an invoice to calculate Delegate fees and prior arrearages.

To ensure Delegate badges are prepared in advance, please indicate with a check mark those Delegates who will attend the convention.

List in Alphabetical Order: Last Name, First Name

	Delegate Name	Member #	Alternate Name	Member #
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Note: Elect 1 Delegate and 1 Alternate for each 10 members or a fraction thereof.

2025-2026 Auxiliary Officers:

Auxiliary President Name: _____

Senior Vice President Name: _____

Junior Vice President Name: _____

List all Officers listed according to Sec. 602, 802 & 803 (i.e. Past Department President, Department Officer):

Signed _____ Auxiliary President 2023/2024

Email/Home Address: _____ Phone _____

Information for 2026/2027 Officers:

President Name: _____

Senior Vice President Name: _____

Junior Vice President Name: _____

Use additional sheet as necessary.

	Delegate Name	Member #	Alternate Name	Member #
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VFW AUXILIARY, DEPARTMENT OF CALIFORNIA
2026 NATIONAL CONVENTION DELEGATES

Sec. 801—Eligibility

A. Any member in good standing belonging to an Auxiliary shall be eligible to any office in the Auxiliary, District, Department or the National Organization.

1. No member shall hold two (2) elective offices on the same level at the same time.
2. The member may hold one (1) elective and one (1) or more appointive offices on that level.
 - a. The exception to this rule being that a Trustee may hold another elective or appointive office other than President, Secretary, or Treasurer.
3. Officers, elective or appointive, may hold office in a higher or lower body and such offices may be held concurrently. (i.e., a District President could be elected as a Department Officer. This is not holding two (2) elective offices on the same level.)
4. Any member who has been removed from office in accordance with Section 809B shall not be eligible for election to that office during the current Auxiliary year.

Sec. 304—National Convention

A. Delegates and Alternates to the National Convention shall be elected at the last regular meeting in April;

1. One (1) Delegate and one (1) Alternate for each thirty-five (35) members or fraction thereof in good standing in the Auxiliary on March 31.
2. The term of office for which Delegates are elected shall be for one (1) year from date of the election, as described in this Section, until the election of the new Delegates.
3. The Auxiliary Secretary shall provide the names of the Delegates and Alternates to the National Secretary, along with their membership ID number, within thirty (30) calendar days of the date of election.
4. Auxiliaries instituted or reactivated between April 30 and the date of the National Convention shall elect one (1) Delegate and one (1) Alternate for each thirty-five (35) members or fraction thereof for the National Convention based on the number of dues received by the National Treasurer at the time of election.

Sec. 812A—Auxiliary Secretary

A. The Auxiliary Secretary shall

1. Input or transmit the names of the Delegates and Alternates to Secretaries required to receive them within thirty (30) calendar days of election.
2. Immediately following installation, enter the required information into MALTA or submit the installation report to the Department Secretary within seven (7) calendar days.

**National Delegates cannot be entered in MALTA before April 1, 2026,
or after May 31, 2026**

Auxiliary Name _____ Auxiliary # _____ District # _____

Date of Election _____ Total Members on March 31 _____ Number of Delegates _____

One (1) Delegate and one (1) Alternate for each thirty five (35) members or fraction thereof in good standing in the Auxiliary on March 31.

List in Alphabetical Order: Last Name, First Name

	Delegate Name	Member #	Alternate Name	Member #
1				
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Auxiliary Secretary

Phone Number with Area Code

Street Address

Email Address

City, State, and Zip Code

Note: This form does not need to be sent if Delegates have been entered in MALTA. National does not have delegate fees; however, there will be a registration fee for members who attend the convention. Details to follow from National Headquarters.