

# **New Membership Application-1/1/2026-Starting ONLY!**

**All Auxiliaries will still send in the:  
New Membership Application/Transfer/Rejoin Application**

- All unused applications thrown away date prior to 1/1/2026
- All applications not processed prior to 1/1/2026 will be returned to the Auxiliary number listed on the application to the Treasurer
- All areas of the new application to be completed to avoid delays

## **Section A: Applicant Information-**

- Print legibly
- Name
- Female/Male
- Address/Email/telephone #
- Date of Birth

## **Section B: Auxiliary Post-**

- Auxiliary Post #
- Auxiliary Post City
- Auxiliary Post State
- New Member
- Transferring Member
- Rejoining Member-Prior ID Membership Number
- Member at Large in Department -California
- Member at Large-VFW Auxiliary National Headquarters

## **Section C: Transfer ONLY Information-**

- Annual Transfer
- Life Member Transfer
  - Member ID
  - Previous Auxiliary
    - Paying
    - Non-Paying

**Section D: Post-Affiliated-**

**(Must be a current member of the VFW Post affiliated with the Auxiliary you are applying)**

- I am the (Relationship) xxx to (Eligible Veteran \* Name) xxx
- Current Member-Alive & in Good Standing
- VFW Membership ID
- VFW Post (Must be same as Post # listed in Section B)

**Section E: Non-Affiliated-**

**(Veteran is not a current member of the VFW Post affiliated with the Auxiliary you are applying)**

- Veteran is not a current member of the VFW Post affiliated with the Auxiliary to which you are applying. (Deceased Member)
- I am the (Relationship) xxx to (Eligible Veteran \* Name) xxx
- Name of campaign ribbons or medals:
- Dates of Service-time served in the military
- Foreign Location-Where did they serve overseas-boots on the ground? Do Not List the place of boot camp or exit service location.

**Section F: Recruited/Recommended-**

- Recruited/Recommended
- Recruiter Member ID
- Check One
  - Aux
  - VFW

**Section G: Investigating Committee MUST confirm by signing the application**

- Post Affiliated- sign off on the application-minimum 2 signers
- Non-Post Affiliated- sign off on the application-minimum 2 signers
- Approval of Membership Application
  - Rejected
  - Accepted
  - Meeting Date
  - Obligated Date (Optional)
  - Please confirm the correct \$ amount owed for Membership

## Section H:

- Annual Membership-Annual Membership can be a GIFT now
- Life Membership-Previously only the Life Membership could be a GIFT
  - Check here if this is a gift (Application MUST be signed)
  - Membership Card is sent to the Department Treasurer & not the member
- Payment Method can be by:
  - Cash-enter \$ amount-check the Date of Birth
  - Check-enter \$ amount-check the Date of Birth
  - Credit Card-enter \$ amount-check the Date of Birth
  - NO LONGER BY ACH-write a check to the Auxiliary

(Auxiliary Checks-to be sent for payment & no personal checks-Payable to the VFW Auxiliary Dept of CA)

- Payment by BOX-Credit Card \*\*\*(legal information dealing with credit cards
  - Telephone # of the Person Paying for Membership
  - Email of the Person Paying for Membership
  - Text Message # of the Person Paying for Membership
  - 30 Days to pay Membership
    - No payment application is VOIDED
    - MUST Reapply again-new application
  - Membership Count will not show until Membership is PAID
    - **Other than the Applicate applying for membership-  
Payment instruction for the Credit Card**
    - Need Phone number:
    - Need Email:

## New Application-Annual Membership-

- Auxiliary charges an Admission Fee
- Admission fee paid separate to the Auxiliary they are applying
- Auxiliary will have to handle this directly and **not** national or department
  - Annual Member-send a \$18.00 check Payable to VFW Auxiliary Dept of CA-No personal check (only for Member at Large-CA)
  - Life Member-send the full amount for that age group to Dept

## **Section I: Obligation-**

- National Resolution passed-I believe in God-ONLY on the Membership Application has been removed-it will still show in the National Bylaws.
  - Signature (Must sign even if it is a Gift-before processing)
  - Date
    - Legal Verbiage required to collect payment
      - Email
      - Text

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## **\*\*\*\*\*MALTA Department Treasurer Only:\*\*\*\*\***

- Go into Duties:
- New Membership
  - Add Member
  - Rejoin Member
    - Now-Add Member-Member Pay-paying by credit card
    - Now-Rejoin Member-Member Pay-paying by credit card
- Fill out the application
- Application: chose to one-add the application
  - Chose a File-any file
- **(Department will no longer have to store the Membership Application once you have entered it into MALTA)**
- Old Membership Applications will need to upload on to MALTA
  - No Credit Card information-do not show
  - No ACH information-do not show
  - No DD214/Personal information-do not show
    - ONLY by PDF format to upload old application
    - Other state can look up membership application
  - No File Chosen
- This Section-If **someone else is Paying by Credit Card** and not the applicant
  - Contact information
    - Alternate Contact Email
    - Alternate Contact Phone
- Click Member Pay:
  - It will send a
- Email-Message – Payment-30 Days expires-reapply
- Text-Message-Payment

## **MALTA-Pending Payments-ONLY see after 1/1/2026**

- Click on name
  - Resend Email
  - Text-SMS
  - Edit/Correct
    - Misspell of Name
    - Address
    - Telephone
    - 1 time a day-only

## **Auxiliary Treasurer 123 will have access to monitor Pending Payment Area**

- Follow up -Auxiliary Treasurer-Dept Treasurer will not have
  - Payments
    - Email
    - Text

## **Treasurer's Duties-View Members**

1. Took out District
2. Application at the end-upload or view application
3. Identify members contact and address color coated
  - **Blue**-Do Not Contact
  - **Red**-Bad Address

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## **Update-VFW Auxiliary Member Change/Update Form**

### **Convert-Annual to Life**

- Payment Methods
  - Cash
  - Check-payable to the Auxiliary

#### **By Credit Card:**

1. Call to pay over the phone 1-866-299-1286
  - Will need Member's ID number
  - Will need Member's Date of Birth
2. VFW Auxiliary WebSite-[www.vfwauxiliary.org](http://www.vfwauxiliary.org)

Be able to pay for Annual or Life Membership ONLY by phone-1 866 299-1286

**They will not be able to order new or replace Membership Cards**