



VVA MEMBERSHIP TRANSFER FORM
Mail completed transfer form to: Vietnam Veterans of America
ATTN: Membership Department
8605 Cameron St., Suite 400
Silver Spring, MD 20910 or FAX: 301 585-3019

Name _____

Address _____ E-mail: _____

City _____ State _____ Zip _____

Telephone Number: _____ Member Number: _____

Transferring To:

New Chapter Number: _____

Chapter Address _____

City _____ State _____ Zip _____

Print name and title of official in new chapter or state council

Date: _____

Signature of official in new chapter or state council

Transferring From:

Former Chapter Number: _____ State: _____

Date: _____

Signature of member requesting transfer

Note: If the transferring member is not a life member, then the member should supply the new chapter with a copy of his or her DD-214.

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 a copy of the Member Transfer Form to their state council to advise them of the transfer and a copy should be sent to the National Membership Dept.
4. The national database 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.