

UNWAVERING SUPPORT



FOR UNCOMMON HEROES™

**Department of Washington
General Orders No. 2
November 2025**

Dear Auxiliary Members,

I hope this message finds you well. Please ensure these General Orders are read at your Auxiliary meeting as soon as they are received.

1. **Bonds:** Several Auxiliaries have not yet paid their required bond amount to the Department. Please remit payment to the Department Treasurer as soon as possible.
2. **Hospital Obligations:** The \$3.00 per-member Hospital Obligation (based on membership as of June 30, 2025) is now due to the Department Treasurer.
3. **IRS Form 990:** Auxiliary 990 forms are due to the IRS by **November 15, 2025**. Proof of submission must be mailed to the Department Treasurer.
4. **Health & Happiness:** Payments are due and may be made through MALTA or by mail to National Headquarters.
5. **Officer Dues:** Auxiliary and District Officer dues must be paid by **December 31, 2025**, to maintain officer status and remain a member in good standing.
6. **Membership Dues:** Membership dues must also be paid by **December 31, 2025**, to remain in good standing.
 - Have you sent out your Dues Reminder?
 - Are there members experiencing financial hardship who may need assistance?
Consider activating a phone tree within your Auxiliary to reach out and offer support.


7. **Membership Applications:** It is the **Auxiliary Treasurer's** responsibility to ensure each membership application is **fully and correctly completed** before submission. Incomplete or incorrect forms will be returned, delaying activation of new members.
8. **Department Officers and Committee Members:** Please submit completed **Voucher Forms** promptly to Cindy, so reimbursements can be processed in a timely manner.

If you have any questions or concerns regarding these orders, please contact **Karen Flynn**, **Cindy Burkey**, or myself.

Respectfully,

Robyn Sterrett

WA Department President

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