

July 1, 2010

To: POST QUARTERMASTERS

From: DEPARTMENT QUARTERMASTER, ROBERT W FUNK, JR.

SUBJECT: CLUB MANAGER BOND

Please find enclosed new simplified bond applications for bonding Club Managers, Bingo Chairmen or Club Employees. **A new application must be submitted each year.** These supplies are for the bond term of October 1, 2010 to September 30, 2011. These applications can be photocopied for additional supplies. **PLEASE ISSUE A SEPARATE CHECK FOR THE CLUB MANAGERS. DO NOT INCLUDE WITH THE QUARTERMASTER BOND CHECK.**

The By-laws, Section 703, states that each accountable officer of the organization shall be bonded. **All officers and committee chairmen handling post monies are required to be bonded.**

Please remember that the bond is a Named Position Schedule Bond protecting the position of Club Manager and other Club Employees and Volunteers such as bartender, bar manager, canteen manager or house chairmen. This bond also can protect any **legal** Gambling operations such as Bingo, Games of Chance and Slot Machines. If there is more than one person the club wishes to bond, they merely identify their position, fill out the application and send it to us with the individual premium per person.

Applications received after January 31, 2011 will be effective the date we receive the application by mail. The bond premium will not be pro-rated. The premium charged is the minimum annual premium.

Thank you for your cooperation of the aforementioned regulations, if you have any questions, please feel free to contact Cathy 614-224-1838