

## National Sons of AMVETS Veterans Lodging Program Application Guidelines Veterans Day or Spring NEC

This program is designed to encourage veterans to participate with the Sons of AMVETS on our Veterans Day visitation or during the Spring NEC Capital Hill effort. All applications will be considered on a first come, first considered basis. There are limited funds for this program so be prompt if you wish a veteran to participate. Also, keep in mind to consider the health and the probability that the veteran will in fact attend the event applied for. Due to the rigors of the activities on these trips, be sure the veteran can handle them health wise.

1. Applications must be submitted at least 21 days prior to the date of the event to National Headquarters – 4647 Forbes Blvd., Lanham, MD 20706.
2. All travel arrangements must be made by the Sons sponsor.
3. Upon approval of the application, lodging will be secured for the veteran, by the National Department. The sponsor must confirm the attendance of the veteran, (7) seven days prior to the departure for the event. All secured lodging will be cancelled if confirmation is not received.
4. All expenses other than lodging will be the responsibility of the veteran or sponsor, without any reimbursement from the National Department.
5. Any and all lodging expenses that the National Department incurs due to any no-shows after confirmation was received will be the responsibility of the sponsor. Failure to reimburse the National Department within (30) thirty working days from the end of the event will result in the membership suspension of the sponsoring Son until the incurred expenses have been repaid to the National Department.
6. At least one verification for both the sponsor and the veteran listed on the application must be submitted with the application, or the application will be rejected.
7. Due to the limitation of funds for this program, applications will be accepted for either Veterans Day, or the Spring NEC, but not both for the same veterans. In addition, a veteran will not be approved for travel in back to back years unless there is low interest in the program that year. The application will be on hold until the deadline, then the veteran will be notified of approval or denial. The concept is to get as many veterans to participate with the Sons at these events as possible, but not to support a select few veterans for these functions.
8. All rooms secured as part of this program will be double occupancy. Veterans attending the program are expected to room with either their Sponsor or another Veteran. When filling out the form, please indicate if there is a preferred roommate.

9. The sponsoring Son will receive a telephone call confirming the application has been approved or rejected, and will be followed up with a letter stating the same. If the application is approved, a proposed agenda stating the lodging dates and the event schedule will be forwarded to the sponsor.

The contact person for application status and to verify confirmation of the event that sponsor applied for is:

Contact Person: **Doug Brown / Legislative Director**

Contact Person's Phone: **440 – 752 – 5196**

Contact Person's Email: **dbrown80@yahoo.com**

Address: **7040 West River Rd.**

**Vermillion, Ohio 44089**

Secondary Contact Person: **Narcy Moran / Administrative Assistant**

Secondary Contact Person's Phone: **(301) 683-4099**

Secondary Contact Person's Email: **natsons@sonsofamvets.org**

Tertiary Contact Person: **Daniel K. Briggs / Finance Officer**

Tertiary Contact Person's Phone: **419– 563 – 4756**

Tertiary Contact Person's Email: **dbriggs@att.net**

Please retain these application guidelines.

**National Sons of AMVETS  
Veteran's Day or Spring NEC  
Veterans Lodging Application**

Veteran's Name \_\_\_\_\_

Branch of Service \_\_\_\_\_

Service Dates \_\_\_\_\_

Verification – (copy of DD214, Discharge, VA Card, or current Membership Card of a Veterans organization must be attached to the application.)

Post Affiliation (if any) \_\_\_\_\_

Veteran's Signature \_\_\_\_\_

Sons Sponsor Name \_\_\_\_\_

Sons Sponsor Phone No. Home \_\_\_\_\_ Cell \_\_\_\_\_

Sons Sponsor Address (Print legibility)  
\_\_\_\_\_  
\_\_\_\_\_

Email Address \_\_\_\_\_

Squadron Affiliation \_\_\_\_\_

Department Affiliation \_\_\_\_\_

Verification – (Copy of Membership Card must be attached.)

Application For: (Check One)    Veteran's Day \_\_\_\_\_    Spring NEC \_\_\_\_\_

Name of preferred roommate \_\_\_\_\_  No preference, please assign me a roommate

Sons Sponsor Signature \_\_\_\_\_