

gains for the honoree through the conferring of "participant" status, but is intended as a means to provide recognition to those who show strong support to the VFW/VFWRG stated purpose.

3. Persons, otherwise not eligible for VFW or VFW Auxiliary, who subsequently become eligible for VFW or VFW Auxiliary membership, must join.

5. BYLAWS/STANDARD OPERATING PROCEDURES/ADOPTED RULES & REGULATIONS

- a. Sponsoring units shall establish Bylaws, a standard operating procedure, or adopt additional rules and regulation for the governance of their VFWRG. Such Bylaws, procedures, or rules shall be subordinate to and consistent with the Bylaws of the sponsoring unit.
- b. VFWRG may propose Bylaws, a standard operating procedure, or propose additional rules and regulation for the governance of the unit. Such Bylaws, procedures, or rules shall only become effective upon the approval of the sponsoring unit by a majority vote of members present at a regular or special meeting called for that purpose.

6. OFFICERS

- a. Each VFWRG will annually elected/appoint officers from within its ranks as follows:
 - i. President: Elected
 1. Must be a member in good standing of the Veterans of Foreign Wars, and a member of the sponsoring unit.
 2. Duties: Presiding officer of all VFWRG meetings. The President will act as a liaison between the VFWRG and the sponsoring unit and community organizations. The President will request, from the sponsoring unit, approval for all events, expenditures of VFWRG dedicated funds. The President will give a monthly report of the unit's activities.
 - ii. Vice President: Elected
 1. Must be a member in good standing of the Veterans of Foreign Wars, and a member of the sponsoring unit.
 2. Duties: Will perform the duties as presiding officer in absence of the President. Assists in the planning of VFWRG events. Coordinates the flow of information provided to VFWRG members and advises the President of concerns of VFWRG members.
- b. Secretary: Appointed
 - i. Must be a member in good standing of the Veterans of Foreign Wars, and a member of the sponsoring unit.
 - ii. Duties: Responsible for keeping all the VFWRG records, written reports and correspondence between outside organizations. The Secretary will maintain all applications and Waivers of Liability forms. They call role at VFWRG meetings and responsible for recording the meeting minutes. It is the Secretary's duty to notify all members of special meeting times and dates other than the normally scheduled meetings. The Secretary will maintain the Bylaws of the VFWRG noting any changes as voted on and approved by the Sponsoring unit.
- c. Treasurer: Ex-Officio
 - i. Held by the sponsoring unit Quartermaster or their authorized representative in accordance with VFW Bylaws.

- ii. Duties: Maintains financial records of the VFWRG. The Treasurer collects monies from all fundraising events and coordinates disbursement of funds. The Treasurer shall give a detailed report of all receipts and disbursement of funds at all VFWRG meetings. Shall provide a monthly financial report to the sponsoring unit Quartermaster for inclusion in the sponsoring unit's financial report. The Treasurer is also responsible for maintaining all the VFWRG patches that are un-issued as well as a record of the patches each member has in their possession. The Treasurer collects all VFWRG dues, if any, from the VFWRG members.
- d. Sergeant at Arms: Appointed
 - i. Must be a member in good standing of the Veterans of Foreign Wars or Veterans of Foreign Wars Auxiliary.
 - ii. Duties: Makes certain to uphold rules of the VFWRG and keeps order at all meetings and events. Reports actions of its members, who do not conform to rules of VFWRG, or its sponsoring unit, to the President.
- e. Chaplain: Appointed
 - i. Open to any member in good standing of the Veterans of Foreign Wars, Veterans of Foreign Wars Auxiliary or participant of VFWRG.
 - ii. Duties: Provides spiritual guidance to VFWRG members.
- f. Road Captain: Appointed
 - i. Open to any member in good standing of the Veterans of Foreign Wars, Veterans of Foreign Wars Auxiliary or participant of VFWRG that meets criteria as ride leaders, capable of executing rides and functions pertaining to the VFWRG.
 - ii. Duties: The Road Captain is responsible for route planning and if needed the coordination of Support Vehicles for events. When on an event, they are the ranking officer if the President and Vice-President are not present and therefore leads the VFWRG formation on the ride. If the President is on the ride, the Road Captain rides at the front of the group with the President. The Road Captain will give a pre-ride safety briefing to all participants on the event including Support Vehicle drivers and passengers.

7. MEETINGS

- a. Each VFWRG will hold regularly scheduled meetings at a date, time, and location as set by the VFWRG and its sponsoring unit.
- b. Meetings will be conducted in an orderly manner.

8. UNIFORM

- a. VFWRG Back Patch
 - i. All VFWRG Back Patches shall be approved by the Commander-in-Chief and consistent with the requirements of the VFW.
 - ii. At no time will any VFWRG utilize a 3-Piece Patch design, nor display patches identifying their group as a "MC." In addition, the use of rockers, or appearance thereof is deemed unacceptable.
 - iii. The VFWRG Back Patch may be worn by all VFWRG members and participants in good standing when approval is obtained consistent with the requirements of the VFW. Each Back Patch may contain the VFW logo, emblem, name, or other protected mark (or VFW Auxiliary logo for Auxiliary members, if so adopted.) All invited participant wearing the back patch utilizing the VFW logo must carry the designation "supporter" within or just below the patch.

- iv. VFWRG approved Back Patches will be the only patch to be worn on the back of jackets or vests to identify a unit.
- v. The VFWRG Back Patch and other related articles of clothing incorporating the VFW logo, emblem, name, or other protected mark must be worn in a manner consistent with the VFW requirements.
- vi. The VFW reserves the right to revoke authorization granted to a VFWRG, or any VFWRG member or participant, to wear or display any VFW logo, emblem, name, or other protected mark.

9. DRESS:

- a. The VFWRG is a representation of the VFW, and as such, members shall dress in a manner that promotes a positive image of the VFW, particularly when operating in group activities or interacting with the community.
- b. No patches with profanity, depicting acts of a sexual nature, or otherwise not within the keeping of the standards set forth by the VFW will be worn.

10. GENERAL CONDUCT

- a. VFWRG members and participants will conduct themselves in a manner consistent with the values and mission of the VFWRG and of the VFW.
- b. Alcohol consumption during VFWRG sanctioned riding activities is prohibited.
- c. VFWRG policies should address General Conduct of VFWRG members and participants, and outline steps in correcting misconduct.
- d. VFWRG members and participants may be dismissed from a meeting or activity/ride as a result of inappropriate behavior.
- e. VFWRG members and participants are responsible for the actions of their guest(s) at a VFWRG event. Actions of a guest of the member or participant can be grounds for dismissal of the guest and/or the VFWRG member and participant.

11. REPORTING

- a. VFWRG's shall make a monthly report to its sponsoring unit.
- b. VFWRG's will report annually to the National VFWRG Advisory Committee
 - i. A full accounting of VFWRG members and participants to include VFW Members, VFW Auxiliary Members, and invited participants.
 - ii. Their activity, which should include a number of VFWRG events, mileage, and hours.
 - iii. An accounting of funds raised and disbursed by the VFWRG for the year.

12. WAIVERS AND LIABILITY

- a. All VFWRG members and participants will complete a yearly membership application. This application will include verbiage outlining a release of liability which will be signed by the individual, or guardian thereto. The yearly application will include language indicating the member carries liability insurance for themselves if a rider, which also implies that their passengers are covered by the minimum state, city, and or local requirements. Those individuals not meeting the criteria to sign a yearly waiver as a legal adult will be required to have a parent/legal guardian sign for that individual. The application and release will include, to the fullest extent permitted by law, language that requires the VFWRG to indemnify and hold the Post, District, County Council, Department, and National VFW, and the officers and employees of each, harmless from any and all claims arising from or in connection with (i) the conduct or management of the VFWRG; (ii) any act, omission, or negligence of the VFWRG or any VFWRG member or participant; (iii) any accident, injury, or damage

whatsoever occurring during or related to any VFWRG event. This application and release shall be retained by the sponsoring unit for seven (7) years.

- b. Ride activities by the sponsoring unit will be required to have liability release waivers for each participant outside of the VFWRG, regardless of age or status, if those individuals will be participating in or on a motor vehicle for the event.
- c. Waivers and liability release forms will comply with the National Policy as well as guidelines from the American Motorcycle Association (AMA).
- d. Sponsoring units will be required to have proof of general liability insurance to protect such units and must name, as additional insureds, the Veterans of Foreign Wars of the United States and the Department in which the sponsoring unit is located.

This policy is hereby effective, this 20th day of December, 2017.

By Order of
Keith E. Harman
Commander-in-Chief
Veterans of Foreign Wars of the US

Official:



Brian J. Duffy

Adjutant General

**Veterans of Foreign Wars of the United States
MOTORCYCLE RIDERS GROUPS (VFWRG)
REGISTRATION FORM (POST)**

Adjutant General, VFW
ATTN: Administrative Operations
406 W. 34th Street
Kansas City, MO 64151

DATE

In conformity with the National Bylaws and Manual of Procedure; Resolution 304 of the 118th National Convention; and the guidelines thereby established, _____,
POST NAME

VFW Post No. _____ located in _____,
POST CHARTER CITY AND STATE

has authorized and hereby registers a riders group known as:

GROUP NAME (RECOMMENDED AS "VFW RIDERS, POST #, CHARTER LOCATION)

as a subordinate unit of the Post, to promote and support the programs of the VFW, motorcycle safety, and to provide a social atmosphere for members who share the same interest.

The following member has been identified as a VFWRG officer:

President: _____
NAME MEMBERSHIP # EMAIL ADDRESS

In addition, we seek the conditional approval of the attached design(s) to be used as our riders group patch.
(Attach patch design)

The Post has reviewed VFWRG National and Department guidelines and authorizes said subordinate unit.

POST COMMANDER: _____
PRINTED NAME SIGNATURE DATE

ATTESTED BY:
POST ADJUTANT: _____
PRINTED NAME SIGNATURE DATE

DEPARTMENT HEADQUARTERS ENDORSEMENT

I have reviewed the above request and find no conflict with any policy or procedure adopted by the Department.

DEPARTMENT COMMANDER or ADJUTANT PRINTED NAME SIGNATURE DATE

NATIONAL HQ USE ONLY

DATE RECEIVED: _____

APPROVED PATCH

POST IN GOOD STANDING

VFW LOGO AUX LOGO OTHER _____

DATE ACK'D: _____

AUTHORITY: _____

**Veterans of Foreign Wars of the United States
MOTORCYCLE RIDERS GROUPS (VFWRG)
REGISTRATION FORM (DISTRICT)**

Adjutant General, VFW
ATTN: Administrative Operations
406 W. 34th Street
Kansas City, MO 64151

DATE

In conformity with the National Bylaws and Manual of Procedure; Resolution 304 of the 118th National Convention; and the guidelines thereby established, Department of _____, District No. _____, VFW, has authorized and hereby registers a riders group known as:

DEPARTEMNT

GROUP NAME (RECOMMENDED AS "VFW RIDERS, DISTRICT #, DEPARTMENT)

as a subordinate unit of the District, to promote and support the programs of the VFW, motorcycle safety, and to provide a social atmosphere for members who share the same interest.

The following member has been identified as a VFWRG officer:

President: _____
NAME MEMBERSHIP # EMAIL ADDRESS

In addition, we seek the conditional approval of the attached design(s) to be used as our riders group patch.
(Attach patch design)

The District has reviewed VFWRG National and Department guidelines and authorizes said subordinate unit.

DISTRICT COMMANDER: _____
PRINTED NAME SIGNATURE DATE

ATTESTED BY:
DISTRICT ADJUTANT: _____
PRINTED NAME SIGNATURE DATE

DEPARTMENT HEADQUARTERS ENDORSEMENT

I have reviewed the above request and find no conflict with any policy or procedure adopted by the Department.

DEPARTMENT COMMANDER or ADJUTANT PRINTED NAME SIGNATURE DATE

NATIONAL HQ USE ONLY

DATE RECEIVED: _____

DISTRICT IN GOOD STANDING

APPROVED PATCH

VFW LOGO AUX LOGO OTHER _____

DATE ACK'D: _____

AUTHORITY: _____

**Veterans of Foreign Wars of the United States
MOTORCYCLE RIDERS GROUPS (VFWRG)
REGISTRATION FORM (DEPARTMENT)**

Adjutant General, VFW
ATTN: Administrative Operations
406 W. 34th Street
Kansas City, MO 64151

DATE

In conformity with the National Bylaws and Manual of Procedure; Resolution 304 of the 118th National Convention; and the guidelines thereby established, the Department of _____, DEPARTMENT NAME, VFW, has authorized and hereby registers a riders group known as:

GROUP NAME (RECOMMENDED AS "VFW RIDERS, DEPARTMENT NAME)

as a subordinate unit of the Department, to promote and support the programs of the VFW, motorcycle safety, and to provide a social atmosphere for members who share the same interest.

The following member has been identified as a VFWRG officer:

President: _____
NAME MEMBERSHIP # EMAIL ADDRESS

In addition, we seek the conditional approval of the attached design(s) to be used as our riders group patch.
(Attach patch design)

The Department has reviewed VFWRG National guidelines and authorizes said subordinate unit.

DEPARTMENT COMMANDER: _____
PRINTED NAME SIGNATURE DATE

ATTESTED BY:
DEPARTMENT ADJUTANT: _____
PRINTED NAME SIGNATURE DATE

NATIONAL HQ USE ONLY

DATE RECEIVED: _____

APPROVED PATCH

DEPARTMENT IN GOOD STANDING

VFW LOGO AUX LOGO OTHER _____

DATE ACK'D: _____

AUTHORITY:

**Veterans of Foreign Wars of the United States
MOTORCYCLE RIDERS GROUPS (VFWRG)
MEMBERSHIP (PARTICIPANT) APPLICATION AND RELEASE FORM**

PREREQUISITE

You must be the legally registered owner of a street-legal motorcycle (500CC minimum) and must possess a valid motorcycle driver's license in your state of residence, and maintain proper levels of insurance; or passenger thereto; or non-riding persons volunteering on behalf of the group in an active supporting role.

You must be a member in good standing of the Veterans of Foreign Wars (VFW), VFW Auxiliary, or an invited participant.

RIDERS GROUP INFORMATION

SELECT ONLY ONE

POST DISTRICT DEPARTMENT

_____ VFW RIDERS GROUP NAME

APPLICATION TYPE

SELECT ONLY ONE

RIDER (OPERATOR) PASSENGER NON-RIDING VOLUNTEER

PERSONAL INFORMATION

NAME (PLEASE PRINT) _____

STREET ADDRESS _____

PHONE _____

CITY _____

STATE _____

ZIP CODE _____

EMAIL ADDRESS _____

DATE OF BIRTH _____

VFW or VFW AUXILIARY MEMBER MEMBERSHIP # _____ Post/AUXILIARY No. _____

LIFE MEMBER ANNUAL MEMBER EXPIRATION: _____

INVITED PARTICIPANT _____
SPONSOR (VFW or AUXILIARY MEMBER) MEMBERSHIP # POST/AUXILIARY No.

*****THIS IS A RELEASE OF LIABILITY FORM, READ BEFORE SIGNING*****

I agree that the Veterans of Foreign Wars (VFW) of the United States, the VFW Auxiliary, and the Veterans of Foreign Wars Riders Group (VFWRG) unit sponsored by any Post, District, or Department of the Veterans of Foreign Wars, and their respective officers, directors, employees, and agents (hereinafter, the "RELEASED PARTIES") shall not be liable or responsible for injury to me (including paralysis or death) or damage to my property occurring during any VFW or VFWRG unit activities and resulting from acts or omissions occurring during the performance of the duties of the Released Parties, even where the damage or injury is caused by negligence (except willful neglect). I understand and agree that all VFWRG members and their guests participate voluntarily and at their own risk in all VFW and VFWRG activities and I assume all risks of injury and damage arising out of the conduct of such activities. I release and hold the "RELEASED PARTIES" harmless for any injury or loss to my person or property which may result from participation in VFW and/or VFWRG activities and EVENT(S). I UNDERSTAND THIS MEANS THAT I AGREE NOT TO SUE OR BRING ANY LEGAL ACTION AGAINST THE "RELEASED PARTIES" FOR ANY INJURY OR RESULTING DAMAGE TO MYSELF OR MY PROPERTY ARISING FROM, OR IN CONNECTION WITH THE PERFORMANCE OF THEIR RIDER GROUP DUTIES IN SPONSORING, PLANNING OR CONDUCTING SAID EVENT(S).

WAIVER OF RIGHTS UNDER STATE STATUTES

I further agree to waive all benefits flowing from *any* state statute that would negate or limit the scope of this Release and Indemnity Agreement. By signing this Release, I certify that I have read this Release and fully understand it and that I am not relying on any statements or representations made by the "RELEASED PARTIES".

SIGNATURE _____ DATE _____

RIDER (OPERATOR) ONLY

MOTORCYCLE: _____ cc
MAKE MODEL YEAR ENGINE DISPLACEMENT

DRIVER'S LICENSE: _____
NUMBER STATE EXPIRATION DATE YES NO MOTORCYCLE ENDORSEMENT

INSURANCE CARRIER: _____

**Veterans of Foreign Wars of the United States
MOTORCYCLE RIDERS GROUPS (VFWRG)
Release and Waiver of Liability and Indemnity Agreement**

The undersigned (on my own behalf and on behalf of my heirs, personal representatives, successors and assigns), for and in consideration of the opportunity to participate in VFWRG activities (hereinafter, **EVENT(S)** sponsored and/or conducted by the VFW Riders Group and their respective officers, directors, employees and agents, HEREBY RELEASES, WAIVES, DISCHARGES, COVENANTS NOT TO SUE and HOLDS HARMLESS the VFWRG, the VFW Post, District, County Council, Department, and the Veterans of Foreign Wars of the United States, and the respective officers, directors, management, members, volunteers and employees of each (hereafter, the **“RELEASED PARTIES”**) from any and all claims arising from or in connection with: (i) the conduct or management of the VFWRG or EVENT; (ii) any act, omission, or negligence of the VFWRG or any VFWRG member or participant; (iii) any accident, injury, or damage whatsoever occurring during or related to any EVENT. The undersigned understands and acknowledges that a participant may incur personal or bodily damage while participating in these activities, and assumes all risks inherent in these activities and accepts full and complete responsibility for any and all damages or injury of any kind.

This Release extends to any and all claims I have or later may have against the **“RELEASED PARTIES”** resulting from or arising out of the performance of their duties whether or not such claims result from negligence (except willful neglect) with respect to the **EVENT(S)** or with respect to the conditions, qualifications, instructions, rules or procedures under which the **EVENT(S)** are conducted or from any other cause. I UNDERSTAND THAT THIS MEANS THAT I AGREE NOT TO SUE OR BRING ANY CLAIMS WHATSOEVER AGAINST ANY OR ALL OF THE **“RELEASED PARTIES”** FOR ANY INJURY RESULTING TO MYSELF OR MY PROPERTY ARISING FROM, OR IN CONNECTION WITH THE PERFORMANCE OF THEIR DUTIES.

I am experienced in and familiar with the operation of motorcycles and fully understand the risks and dangers inherent in motorcycling. I am voluntarily participating in the **EVENT(S)** and I expressly agree to assume the entire risk of any accidents or personal injury, including death, which I might sustain to my person and property as a result of my participation in the events, and any negligence (except willful neglect) on the part of any or all of the **“RELEASED PARTIES”** in performing their rider group duties.

WAIVER OF RIGHTS UNDER STATE STATUTES

I further agree to waive all benefits flowing from any state statute which would negate or limit the scope of this release and Indemnification Agreement, including but not limited to Section 1542 of the California Civil Code which provides:

“A general release does not extend to the claims which the creditor does not know or suspect to exist in his favor at the time of executing this release, which if known to him must have materially affected his settlement with the debtor.”

By signing this Release, I certify that I have read this Release and fully understand it and that I am not relying on any statements or representations made by the **“RELEASED PARTIES.”**

THIS IS A RELEASE – READ BEFORE SIGNING

Rider/Passenger (Minors must have a parent/guardian signature attached)

EVENT

EVENT LOCATION

CHECK ONE:

RIDER (OPERATOR) PASSENGER

PASSENGER (MINOR CHILD) requires parent/guardian signature: _____

NAME (PLEASE PRINT)

STREET ADDRESS

PHONE

CITY

STATE

ZIP CODE

SIGNATURE

DATE

EMAIL ADDRESS

Veterans of Foreign Wars of the United States MOTORCYCLE RIDERS GROUPS (VFWRG) ANNUAL ACTIVITY REPORT

RIDERS GROUP INFORMATION

SELECT ONLY ONE

POST DISTRICT DEPARTMENT

_____ VFW RIDERS GROUP NAME

President:

_____ NAME

_____ MEMBERSHIP #

_____ EMAIL ADDRESS

MEMBERSHIP STRENGTH

ACTIVE PARTICIPANT COUNT

_____ VFW MEMBER(S) _____ AUXILIARY MEMBER(S) _____ INVITED PARTICIPANT(S)

ACTIVITY

DATE	EVENT	# OF RIDERS	MILES	TOTAL MILES	HOURS	TOTAL HOURS	EXPENSES	FUNDS RAISED	FUNDS DONATED
TOTALS									

Data accumulated will be used by the National VFWRG Advisory Committee to prepare a national report to be presented to the Commander-in-Chief prior to the start of the National Convention. Please ensure reports are submitted prior to June 1st.