

**FROM: Department Quartermaster**

**TO: Post Quartermasters**

**SUBJECT: BONDING of Quartermaster, Club/Bingo Employees**

**PLEASE READ THE INSTRUCTIONS FOR SUBMITTING BONDS TO OUR OFFICE:**

**Quartermaster Bonding**

- The application and certificate have been changed so you must fill in the position you need bonded.
- There are two questions required to be completed by the post: Post Annual Income and Any bond losses in the last 3 years.
- Bond year ends August 31,2020. Get them submitted by then to be current for the 2020-2021 year.
- Bond for quartermaster or commander is \$4.00 per \$1,000, minimum of \$2,000

**The application that the post completes will have to be returned to Department Headquarters along with the check for the premium.**

**Club/Bingo Employees**

- The application needs to be completed in full, to include the Post Income and answering all of the questions.
- The application that the post completes will have to be returned to Department Headquarters, along with the check for the premium.
- Bond year ends September 30,2020 and needs to be submitted by then to be current for the 2020-2021 year.
- Bond for Club/Bingo Employees is \$8.00 per thousand with a minimum of \$1,000.

**The application that the post completes will have to be returned to Department Headquarters along with the check for the premium.**

**Any questions feel free to call Headquarters**