Units who do not appoint a chairman for this report, I would suggest using the unit Veterans Affairs and Rehabilitation Chairman (VA&R Chairman).

The purpose of this report is to help me to keep track of items donated, and volunteer hours done for the White River VA so I can give a good report to the Volunteer Service Office at the end of the year, plus a good report to turn into the Department for the “Book of Reports”. You may add a written report to the report form to give any additional information you, a member or the Unit may have done that I have not covered on the report.

This report does not take the place of the Veterans Affairs & Rehabilitation Annual Report you will send to this year’s Department Veteran Affairs & Rehabilitation Chairman. Add all the information for the White River VA to your unit VA&R report.
For this report, Please, attach a copy of the Donation Record sheets to your items turned into the VA hospital when you drop off the items at the Volunteer Service Office. List all items, the cost of the items. Also attach any and all copies of the Donation Record Sheets that you have to this report for my records, include any mileage. If you have any questions or concerns, please call write or e-mail me.

Remember, we are “Unique Members Working for our Veterans”.