



# Membership Materials Online Ordering

August 2020

# Ordering is Easy!



1. Go to [vfw.org](http://vfw.org) and click the Login link in the upper right corner. Sign in when prompted.
  - ❖ If you have not yet created an account on the website, follow the “Sign Up With TroopID” link to do so! If you need assistance call Member Service Center at, **833.839.8387 option 3.**
2. Under “Membership Quick Links” select, **Membership Online Order Form.**

# Membership Order Form



## My VFW

As a member of the Veterans of Foreign Wars, you're entitled to special privileges. Right here is where it starts! From managing your membership online to exclusive tools for Post and Department leaders, this page is your "members only" entrance to the VFW.

[Operational Guidance and Information on COVID-19](#)



## Membership Quick Links

- [Online Membership System \(OMS\)](#)
- [MemStats Report](#)
- [All-American Dashboard](#)
- [Renew My Membership](#)
- [Become a Life Member](#)
- [Become or Upgrade to Legacy Life](#)
- [Membership Recruiting and Retention](#)
- [Request a Duplicate Card](#)
- [Access Department/Post VMail](#)
- [Membership Order Form](#)

## Get Your Digital Membership Card



## Connect with Us



## Find Local VFW Posts

Find a VFW Post to get in touch with VFW members near you, or visit a [VFW state Department website](#) here.

Find a State Contact

Alabama

# Ordering is Easy!



- ❖ You will see that the form automatically populates your contact information! If you need materials shipped elsewhere, enter the new address (this will NOT affect your address on file in our records).
- 4. Use the dropdown list to indicate items you need. The form will automatically calculate the cost of items and shipping. When finished, click SUBMIT and it will take you to a billing page if there are any charges.

# Membership Order Form Dropdown Menu



Note the dropdown menu on right

A screenshot of the VFW Membership Order Form. The page has a dark grey header with the VFW logo on the left and navigation links: "My VFW", "Assistance", "Advocacy", "News & Publications", "Community", and "Donate". On the left side, there is a "Notifications" sidebar with links to "Personal Services", "All-American Dashboard", "Reporting", "National Convention", "Online Documents", and "Membership Order Form". The main content area is titled "Membership Order" and is divided into two sections: "Ship To:" and "Your Order:". The "Ship To:" section contains a checkbox "This is a U.S. Address" which is checked, and several input fields for Name (Corey R Hunt), Address (9550 Veteran's Way), City, State, Zip (Lenexa KS 66215), Country (United States), Phone (123456789), Department (Kansas), and District (VFW District 2-KS). The "Your Order:" section has a text box with the instruction "Use the dropdown list to select from a list of available items, and type the quantity you would like in the textbox below." To the right of this text box is a dropdown menu. A red arrow points to the dropdown menu, and a red circle highlights the "Choose an Item" option at the top of the list. The dropdown menu is open, showing a list of items with their respective prices per package. The items listed are: Membership Application (25 per pkg), Brochure, Women Veterans Recruitment (25 per pkg), Brochure, Legacy Life Membership (25 per pkg), New Member Recruitment - Welcome Home (25 per pkg), Brochure, Member Benefits (25 per pkg), New Post Development & Post Revitalization Manual (1 per pkg), Brochure, Legislative Priority Goals (50 per pkg), Fact Sheet - VFW Talking paper (1 per pkg), Eligibility Information Sheet (1 per pkg), Brochure, Membership Campaigning on the Post Level (1 per pkg), Promotional Items, VFW Window Clings (25 per pkg), Promotional Items, VFW Oval bumper sticker (25 per pkg), Promotional Items, VFW ask me how to join bumper sticker (25 per pkg), Eligibility Pens Maximum 5 (1 per pkg), Door Hanger, Self-Mailers (25 per pkg), Guide, Recruiter Success Pocket size (1 per pkg), Poster, "Join Now" (1 per pkg), Poster, "New Post Forming" (1 per pkg), and Poster, "World Map of Eligibility" (1 per pkg). At the bottom of the page, there is a Windows taskbar with the search bar and several application icons. The system clock shows 9:43 AM on 8/21/2020.

# Take Note



- ❖ **Please note:** if you can not see the order form dropdown menu – scroll or “tab” over to the right on your screen to see the whole form.
- ❖ Once the form is submitted, you’ll receive an email confirmation when your order has been processed.
- ❖ If only ordering Application forms, shipping is always FREE!

# For Departments



## Special costing note for Departments

- ❖ Departments pay full shipping costs when ordering materials other than New Member Applications.
- ❖ Once a Department has submitted an online order, the Membership Department will contact you with the complete shipping cost, once approved materials will be sent out.
- ❖ In cases where a Post does not have access to OMS, contact the Membership Department.

# Membership Online Ordering



- Most efficient way to order materials
- Creates official record of the order and reduces errors
- Faster shipping
- Please cover this info during your School of Instruction

## TAKE ADVANTAGE OF EASY ONLINE ORDERING!

Instead of waiting for your order to be mailed or faxed in, make sure your Post gets the materials you need quickly and efficiently by ordering your materials online!

### Just follow these steps!



1) Go to [www.vfw.org](http://www.vfw.org) and click the "LOGIN" link in the upper right corner. Sign in when prompted.

*If you have not yet created an account on the website, follow the "Sign Up With TroopID" link to do so!*

2) Under "Membership Quick Links", select the Online Membership System (OMS) option.

3) On the left side of the page, you will see an option for Membership Order Form - click that link.

*You'll see that it automatically enters your mailing information! If you need your materials shipped elsewhere, go ahead and enter the new address. (This won't affect your address on file in our records)*

4) Use the dropdown list to indicate which items you need. It will automatically calculate the cost of items and shipping. When you're finished, click SUBMIT and it will take you to a billing page if there are any charges.

Once done, you'll receive an email confirmation and your order will be processed and sent out!

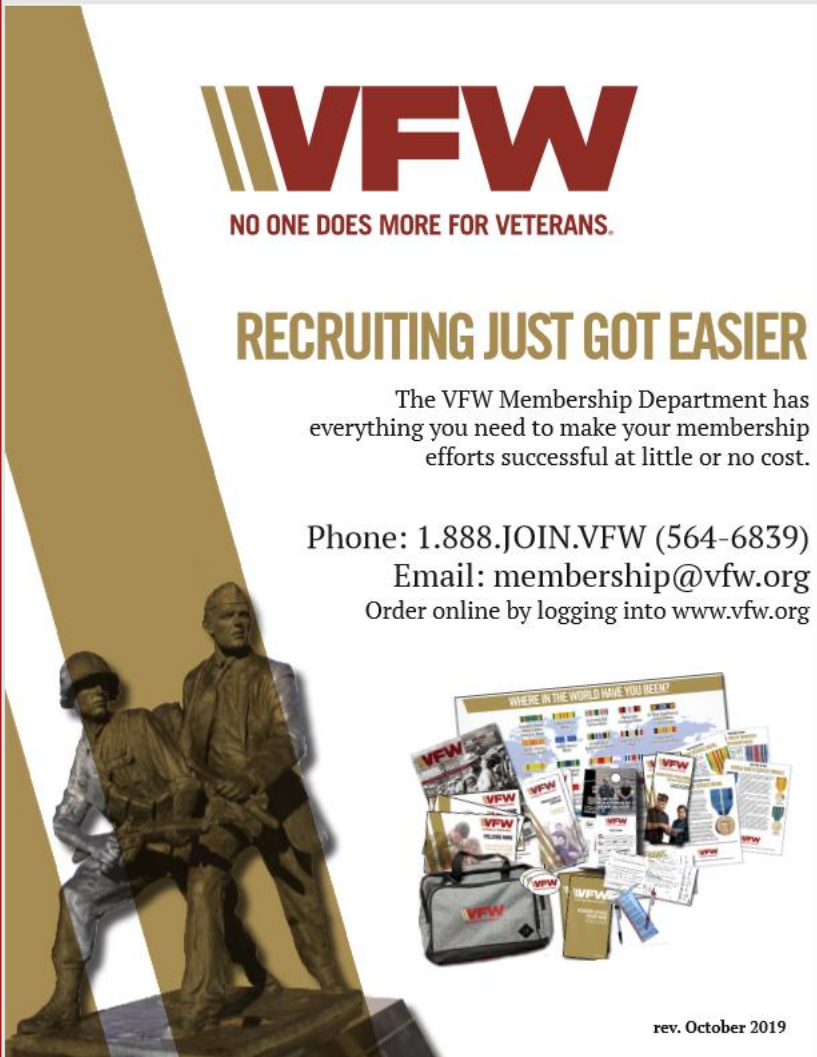
**IT'S THAT EASY!**



# Recruiting Just Got Easier Brochure



- Use this brochure as a reference when ordering materials
- Brochure gives detailed information on each piece of membership material

The image shows a brochure for the VFW. At the top is the VFW logo with the tagline "NO ONE DOES MORE FOR VETERANS." Below this, the title "RECRUITING JUST GOT EASIER" is written in a large, bold, gold font. The text below states: "The VFW Membership Department has everything you need to make your membership efforts successful at little or no cost." Contact information is provided: "Phone: 1.888.JOIN.VFW (564-6839)", "Email: membership@vfw.org", and "Order online by logging into www.vfw.org". On the left side of the brochure is a bronze statue of two soldiers. On the right side is a collection of VFW materials, including a calendar titled "WHERE IN THE WORLD HAVE YOU BEEN?", several VFW magazines, and a VFW duffel bag. At the bottom right, it says "rev. October 2019".

**VFW**  
NO ONE DOES MORE FOR VETERANS.

**RECRUITING JUST GOT EASIER**

The VFW Membership Department has everything you need to make your membership efforts successful at little or no cost.

Phone: 1.888.JOIN.VFW (564-6839)  
Email: membership@vfw.org  
Order online by logging into [www.vfw.org](http://www.vfw.org)

rev. October 2019

# Summary



- Use the Online Order Form!
- Reference the Recruiting Just Got Easier brochure when ordering
- Orders could be suspended for unreasonable quantities of materials requested
- All Forms are on [VFW.org](http://VFW.org) for print/download

# Contact Information



For questions concerning material orders contact,  
[Lcortez@vfw.org](mailto:Lcortez@vfw.org) or call **Membership at**  
**888.564.6839**  
M-F 8:15 – 4:30 CST