



COMBAT VETERANS MOTORCYCLE ASSOCIATION
TEXAS STATE REPRESENTATIVE

CVMA-TX

February 20, 2020

MEMORANDUM FOR RECORD

SUBJECT: TEXAS CVMA PROCESS FOR MEMBERSHIP APPLICATIONS (Revision 8)

1. The Chapter Secretary or Chapter Commander will submit all applications online. The State Representative can submit them if a special temporary occasion arises where the Chapter Secretary and Chapter Commander are unavailable.
2. Applications will contain:
 - a. Chapter designation
 - b. Sponsor information for SM and AUX
 - c. Former membership number for returning members
 - d. Hand-written signatures and initials
3. For applicants who have received a discharge of "General Under Honorable Conditions", an application addendum will be required. A character reference letter is strongly encouraged from a member of the CEB to strengthen the application package when sent to the NBOD for consideration.
4. Chapter Secretary or Commander will:
 - a. Complete online application to include phone number and email address
 - b. Upload all required documents so that they are in the upright position
 - i. **APPLICATION** type: Applications
 - ii. **DD 214** type: DD-214 and DD-215 (Service-2 or Member-4 copy, **MUST SHOW DISCHARGE TYPE**)
 - iii. **ERB** type: Active duty ERB, ORB, SURF, etc.
 - iv. **Patch Agreement**
 - v. **Marriage Certificate**
 - vi. **OTHER** type: Other documents
 - c.
5. **FULL MEMBER (FM) applications:**
 - a. Will be used for combat veterans applying for membership for the first time and also former full members who have been dropped from the active roster and wish to rejoin the CVMA.
 - i. Returning inactive members will receive a new membership number.
 - b. Membership application packet will include:

- i. Application (CVMA Form 100, OCT 19)
 - ii. DD-214 (and DD-215, if applicable. Service-2 or Member-4 copy) or ERB/ORB
 - iii. Patch Agreement (**TEXAS VERSION: 22FEB2019 ONLY**)
- c. Initial dues of \$20 (via PayPal to NBOD) for the FM applicant will be submitted after the application is approved by the NSEC and the application is moved to the Payment Folder.
- d. SEND TO SQM **AFTER** MEMBER NUMBER IS ASSIGNED:
 - i. Patch agreement with member number to TXCVMA@gmail.com
 - ii. Patch usage fee of \$50 for large FM patch or \$40 for 10" FM patch via PayPal to TXCVMA@gmail.com

6. AUXILIARY MEMBER (AUX) applications:

- a. Membership application packet will include:
 - i. Application must include FM sponsor (CVMA Form 100, OCT 19)
 - ii. Marriage certificate or license with county clerk filing information
 - iii. Patch Agreement (**TEXAS VERSION: 22FEB2019 ONLY**)
- b. Initial dues of \$10 (via PayPal to NBOD) for the Aux applicant will be submitted after the application is approved by the NSEC and the application is moved to the Payment Folder.
- c. SEND TO SQM **AFTER** MEMBER NUMBER IS ASSIGNED:
 - i. Patch agreement with member number to TXCVMA@gmail.com
 - ii. Patch usage fee of \$40 via PayPal to TXCVMA@gmail.com

7. SUPPORT MEMBER (SUP) applications:

- a. Membership application packet will include:
 - i. Application
 - 1. Application must include FM sponsor (CVMA Form 100, OCT 19)
 - 2. FM sponsor must be current member and in good standing
 - 3. FM can only sponsor one SUP member at a time.
 - ii. DD-214 (and DD-215, if applicable. Service-2 or Member-4 copy) or ERB/ORB
 - iii. Patch Agreement (**TEXAS VERSION: 22FEB2019 ONLY**)
- b. Initial dues of \$10 (via PayPal to NBOD) for the Supporter applicant will be submitted after the application is approved by the NSEC and the application is moved to the Payment Folder.
- c. SEND TO SQM **AFTER** MEMBER NUMBER IS ASSIGNED:
 - i. Patch agreement with member number to TXCVMA@gmail.com
 - ii. Patch usage fee of \$40 via PayPal to TXCVMA@gmail.com

8. LIFE MEMBERSHIP Applications:

- a. Membership application packet will include:
 - i. Application
 - ii. Patch Agreement

- b. Life Member dues of \$200 for FM or \$100 for SUP/AUX applicant (via PayPal to the NBOD) will be submitted after the application is approved by the NSEC and the application is moved to the Payment Folder.
9. Detachments:
- a. Detachment Commanders will submit application packets to their Chapter Commander or the designated officer.
 - b. The Chapter Commander or the designated officer will verify the application packet and submit to the Chapter Secretary.
10. PayPal
- a. The State PayPal account is txcvma@gmail.com.
 - b. Annotate in the PayPal the member number, chapter assigned, and member's name
 - c. Patch usage fees are paid to the State Quartermaster as described above. They are paid to the State PayPal account at txcvma@gmail.com.
 - d. **PayPal to PayPal:** Use "**FRIENDS AND FAMILY**" to ensure no PayPal fee is removed if transferring the funds from another PayPal account.
 - e. **Credit/debit card through PayPal:** Add an additional amount to cover the fee that will be taken by PayPal.
 - i. The fee for each transaction is **2.9% plus \$0.30** of the amount that is received.
 - 1. \$20 dues = \$0.88 PayPal fee (Send \$21.00)
 - 2. \$10 dues = \$0.59 PayPal fee (Send \$11.00)
 - 3. \$200 LM dues = \$6.10 PayPal fee (Send \$207.00)
 - 4. \$100 LM dues = \$3.20 PayPal fee (Send \$104.00)
 - 5. \$50 Patch Usage Fee = \$1.75 PayPal fee (Send \$52.00)
 - 6. \$40 Patch Usage Fee = \$1.46 PayPal fee (Send \$42.00)
11. If the Chapter Secretary is unavailable, the Chapter Commander can process applications for the Chapter. The Chapter Commander may contact the State Rep if assistance is necessary. Email completed and signed documents to the SR and send initial dues to the State PayPal account. Ensure the SR is contacted and notified of the situation.
12. The intent of this policy is to provide formal guidance, clarification, and consistency across the State for submitting membership applications.



Kevin "Boomer" Nies
Texas State Representative
Combat Veterans Motorcycle Association

(All other versions are obsolete)