

VETERANS OF FOREIGN WARS of the United States

STATE OF DELAWARE



NO ONE DOES MORE FOR VETERANS.

Delaware

DEPARTMENT OF DELAWARE

NOTICE OF INVESTIGATION

DATE: _____

Member Against Whom a Complaint Has Been Filed:

MEMORANDUM TO: _____

Member Number: _____ Post/District: _____

FROM: Department Commander / Department Judge Advocate / Authorized Investigating Officer

Dear Comrade,

This memorandum serves as formal notification that the Department of Delaware has received a complaint alleging conduct that may warrant review under the National Bylaws, Manual of Procedure, Department Bylaws, or applicable rules of the Veterans of Foreign Wars of the United States.

At this time, no findings have been made regarding the allegations. An investigation has been authorized solely to determine the facts and whether further action is appropriate.

You are entitled to:

- Receive notice of the general nature of the allegations
- Submit a written response
- Provide documents or other evidence you believe relevant
- Identify witnesses with knowledge of the matter
- Cooperate with the investigation
- Be afforded due process as required by the National Bylaws and Department governing documents

The allegations under review are summarized as follows:

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You are requested to provide a written response no later than: _____

Your response should be submitted to:

Nothing contained in this notice should be interpreted as a determination of wrongdoing. No disciplinary action has been taken.

The Department requests that all parties maintain confidentiality to protect the integrity of the investigation.

If additional information becomes necessary, you may be contacted by the investigating officer.

Respectfully,

Department Commander/Judge Advocate/Investigating Officer Department of Delaware, VFW

Reviewed by Judge Advocate:

Judge Advocate Signature

Date

Point of Contact:

Stephen McGuire
Department Judge Advocate
Delaware, VFW
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Email: stevemac4395@gmail.com