

DONATION COIN TRACKING AND REIMBURSEMENT FORM

MISSION NAME:

MISSION LOCATION:

MISSION DATE:

RIDE CAPTAIN:

DISTRICT CAPTAIN:

REPLACEMENT COIN RECEIVED FROM DC? Y/N :

PLAQUE AND COIN PROTOCOL

Ladies and Gentlemen,

The following Protocol comes as the result of several things; the increased cost of coins, the excessive amount we have expended lately on locally procured plaques, and our continuing desire to present the families of our fallen with a token of our Respect for the loss of their Hero. It draws in part from the Plaque Policy, which was put in place on 05 Feb. 2010, and also incorporates a form for tracking the donation of certain coins as identified below.

- 1. As spelled out in the Plaque Policy, ALL KIA's will continue to receive a plaque. If adequate time is not available to order and receive a plaque from National, one will be ordered locally, and presented to the family.**
- 2. As also set forth in the Plaque Policy, Veterans' families will receive a plaque IF adequate time is available to procure one from National, or if the Ride Captain of that Mission is willing and able to postpone the Plaque presentation for the time period required to receive one from National. If this is not possible or practical, then the following will apply.**
- 3. If a plaque is not available for the family of a Veteran due to time constraints, or a delayed Plaque presentation is not practical, then the Ride Captain will be authorized to present the family with one Washington PGR coin at no cost to him/herself. This coin will be reimbursed in kind from the state cache of coins after the Ride Captain has filled out and emailed the attached form to Elizabeth Servey so that she can track and pay the state sales tax on all donated coins. The Ride Captain shall also copy his/her District Captain on this form for the purpose set forth in #4.**
- 4. Any Ride Captain who presents a coin to a family in lieu of a plaque will be able to get a replacement coin from his/her District Captain, rather than having to wait to receive one from the state cache, and that District Captain will then receive a replacement coin from Elizabeth after she has received the donation form. This will prevent the Ride Captains from becoming short on coins, and will also alleviate any Ride Captain from out of pocket expenses for donated coins.**
- 5. In the event the Ride Captain wishes to present more than one coin, the extra coins will be at the Ride Captain's expense.**
- 6. All District Captains will be issued an initial quantity of coins for the purpose of donation replacement, and will be responsible for tracking this inventory.**
- 7. This donation tracking is necessary, as we do not pay the sales tax on these coins initially, and it is normally collected on the coins that are sold outright to members. The**

sales tax on the donated coins will be paid by the Treasurer out of the general fund, and will be significantly less than the cost of locally procured plaques.

We regret having to implement this protocol; however, with the current economic climate being what it is, we cannot continue to place the burden of all coin purchases directly on the backs of our Ride Captains, nor can we afford to continue our unrestrained purchase of local plaques. If anyone has any questions regarding this Protocol, you may call me direct.

This document, as with all of our Policies and Protocols, is a dynamic document, and may change in the future as our situation changes. Thank you for your understanding.

Please see the attached document - DONATION COIN TRACKING AND REIMBURSEMENT FORM, and I recommend that you save it to your computer for easy access.

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The "only" reason we are here today,
is because of what our "Vets" did yesterday.