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**TO:** Chapters and Departments  
**FROM:** Douglas K. Wells, Jr., National Membership Director  
**DATE:** July 13, 2023  
**SUBJECT:** Digital Annual Financial Report Kit & Submission

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Continuing with the 07/01/2022 – 06/30/2023 accounting period, Annual Financial Reports (AFR) are to be submitted to DAV National Headquarters (National) by way of digital submissions to [AFRInfo@dav.org](mailto:AFRInfo@dav.org). As a reminder, hardcopy AFR kits are no longer available and only digital submissions of the AFR will be accepted by National.

The digital AFR Kit is available on our website at [www.dav.org](http://www.dav.org) by navigating to: Member Resources → Quick Links → Elected Officer Resources → Annual Financial Report Kit. Departments and chapters submit AFRs digitally (.pdf preferred) via email to [AFRInfo@dav.org](mailto:AFRInfo@dav.org).

We understand that some may not have the proper equipment necessary to submit forms digitally, but most libraries and office supply stores have equipment and resources available for such purposes. Departments are asked to assist chapters with digital submissions as well should they need it.

Thank you for your cooperation. Should you have any questions concerning this matter, please do not hesitate to contact me.

A handwritten signature in black ink, reading 'Douglas K. Wells, Jr.' in a cursive script.

Douglas K. Wells, Jr.  
National Membership Director

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