



**DEPARTMENT OF VIRGINIA  
ROAR 2025-2026**

Units will be receiving a **ROAR INVOICE**. The invoice will be provided as a worksheet that must be filled out by calculating the assessment amount for each category and submitted with the unit's payment for all citations by **December 1, 2025**. The completed worksheet, to include payment, must be received by the due date, at Department Headquarters for the unit to maintain good standing status with the department.

Calculations are based on the Unit's membership as of June 30th, from the previous year. All calculations to be based on a minimum of ten members. If a unit has fewer than ten (10) members, the citation amount must be calculated based on ten members.

***Mail the citation worksheet and check(s) payable to the American Legion Auxiliary Department of Virginia, P O Box 6886, Richmond, VA 23230, postmarked by December 1st.***

**Children & Youth Assessment:** \$1.00 per member based on the previous year's membership. All funds derived from this assessment will be restricted to usage for Children & Youth.

**Veterans Rehabilitation Assessment:** \$1.00 per member based on the previous year's membership. All funds derived from this assessment will be restricted to usage for VA & R.

**Entertainment of Veterans** (minimum amount of \$10.00) for hospitalized veterans. These assessments may be named for a specific VA Medical Center. Units may donate additional funds for Entertainment of Hospitalized Veterans.

**Bonding:** \$10.00 fee per unit. Bonding is paid yearly to National Headquarters.

**Building Fund:** \$1.00 per member based on the previous year's membership. These funds aid in the Department's 22% building costs payable quarterly to The American Legion Department of Virginia.

**Poppy Assessment:** The assessment amount shall be **15%** of the previous year's poppy donations, excluding expenses. If there are no poppy donations, the Unit may still contribute a donation.

a. Mail your current year's poppy order to the **Department Secretary AND a copy to the Poppy Chair**, postmarked by February 1st. Checks for Poppies must be made payable to: ALA Dept. of VA

b. Units cannot order more than five hundred poppies until they have paid the citations for Children and Youth Assessment, Veterans Rehabilitation Assessment, Entertainment of Veterans, Bonding, Building Fund, and Poppy Assessment.