



Veterans of Foreign Wars Ohio Charities
Serving Ohio Communities

March 26, 2008

TO: All Field Agents

SUBJECT: Ticket Tracking Equipment Purchase

The Ohio Attorney General's office has agreed to permit field agents of VFW Ohio Charities to purchase ticket tracking equipment for a three-month period using up to \$1500 from your charity account.

The program guidelines are as follows:

- 1) Equipment must be purchased during the months of April, May or June 2008;
- 2) Purchase must be made using only one check for the full amount (partial payments cannot be made);
- 3) Charity funds used cannot exceed \$1500.00

If your post has already purchased ticket tracking equipment, you may reimburse the post for the cost of the equipment, not to exceed \$1500.00, providing you have the purchase receipt. A copy of the purchase receipt *must be* submitted the VFW Ohio Charities office in order for the reimbursement to be approved.

I have researched some software and equipment that you may choose to use at your post. EZ Instant can supply you with a computer, software and scanner for under \$1500. Training to use the equipment and ticket tracker program is provided by EZ Instant at no additional cost. You may contact EZ Instant for more details at (330) 220-0664.

If you have any questions concerning the program or guidelines, feel free to call me.

Yours in Comradeship,

William Seagraves
Executive Director

cc: Board of Directors