



Sons of Union Veterans of the Civil War  
Office of the Commander-in-Chief  
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**General Order #12**  
**SERIES 2016-2017**  
**8 January 2017**

Several issues have arisen concerning appropriate names of new Camps. First, I have been asked to make a ruling concerning Chapter I, Article I, Section 1, that states “Camps **may** be named ...”.

- I. The question concerns the definition of the word “may” in this context. Having discussed this issue with members of the CofA and examining both legal and military definitions of the word may, I have arrived at the following conclusion.
1. In this part of the Constitution and Regulations the word may is used in the conditional sense and considering the context, it takes on a similar definition as the words will or shall.
  2. Thus, new Camp will be named *for an honorably discharged Union Civil War veteran, or some other person making substantial contributions to the cause of preserving the Union during the years 1861 to 1865, a Camp previously in the community, a GAR Post previously in the community, a battle of the Civil War or the name of the community in which the Camp is based. (Chapter I, Article I, Section 1)*

Several discrepancies have been found relating to **Form 50 Instructions For Forming A Camp**. The following are changes to correct these discrepancies found in the new Camp filing procedures.

- II. A problem exists in that nowhere in this process have any non-members yet been admitted to the Order. While the camp organizer has the authority to recruit and hold elections for temporary camp officers, the petitioning group can meet as a forming camp, obtain an EIN, etc. No one in this process has the authority to invest a new member. So unless all petitioning members are transfers, the camp is a petitioning group and not a true camp until the charter is issued.
1. FORM 50 Page 1, paragraph 2, line 10 (add items in red) and may recommend and request a specific number. No two Camps within a Department may have the same number. **It is the responsibility of the recruiting officer, with the help of his home camp to vet the potential new members of a potential new Camp and initiate them into the Order.** Starting a new Camp is a big step, which should not be taken lightly. However, succeeding at this task will be very rewarding
- III. A problem exists in when to file the IRS Form SS-4 for an EIN.
1. FORM 50 Page 2. Paragraph 2 (add items in red, delete those crossed out)  
An additional form that will be required is IRS Form SS-4. **Note that this will not be completed until the Commander-in-Chief approves the Charter and assigns a Date of Rank, as the Camp does not exist until it receives a Date of Rank.** This is the application used to request an Employer Identification Number (EIN). Each Camp and Department needs its own EIN in order to open a bank account. The Social Security Number of the Camp Organizer or any

individual Brother should not be used for this purpose. The IRS Form SS-4 can be found on the IRS website (<http://www.irs.gov/pub/irs-pdf/fss4.pdf>) The form ~~should~~ **can** be downloaded and **returned electronically**, either mailed or faxed to the IRS. When applying, make sure to indicate that the new Camp's EIN should be subordinate to the National Organization's number: 0429. *Note: Submission of the IRS Form SS-4 via the online option does not allow for recording the National Organization's number, thus the need to submit the form via mail or fax*

2. FORM 50 Page 3 Paragraph 5 (add items in red)

The Camp is now an official Camp within the Sons of Union Veterans of the Civil War, and should **install its officers**, report its membership to the Department in the correct manner depending on the time of year. **At this time the Camp should complete the IRS Form SS-4 request an (EIN) for the Camp.** If the Camp's Date of Rank is during the first quarter of the year, then the Camp should complete and submit a Camp Annual Report (Form 27) to the Department no later than April 30. ...

3. FORM 50 Page 4

**Forms Utilized in Forming a New Camp of the SUVCW** (add items in red, delete those crossed out)

**IRS Form SS-4:** This form is used to apply to the IRS for an Employer Identification Number (EIN). This number will be needed to open a bank account. Make sure to indicate that the Camp's EIN should be subordinate to the National number: 0429. The form may be downloaded from the IRS website (<http://www.irs.gov/pub/irs-pdf/fss4.pdf>) and ~~should~~ **can** be submitted **electronically** or via mail or fax. **Note that this will not be completed until the Commander-in-Chief approves the Charter and assigns a Date of Rank, as the Camp does not exist until it receives a Date of Rank.**

**New Camp Data Sheet (Form 54):** This form is used to report the Camp's temporary elected and appointed Camp Officers, as well as other information including meeting day, time and location. ~~and Employer Identification Number (EIN).~~ This form must be submitted along with the Application for Camp Charter (Form 55).

Ordered this 8th Day of January, 2017.

Donald L. Martin  
Commander-In-Chief  
Sons of Union Veterans of the Civil War



Attested:

**Jonathan Davis**  
Secretary, National Order,  
Sons of Union Veterans of the Civil War

*General Grant habitually wears an expression as if he had determined to drive his head through a brick wall and was about to do it. --Union soldier*