

## **Cumulative Membership Roster**

*The information below is provided by the Pennsylvania Department of the Auditor General as a resource to support Volunteer Firefighter Relief Associations across the Commonwealth.*

A Volunteer Fire Relief Association (VFRA) must maintain a membership roster of all members regardless of their length of active membership.

At a minimum, the membership roster should include the following:

- Name of the VFRA, full address, and county
- Names of members
- Members' address/phone numbers - include any address changes over time
- Members' email addresses
- Members' dates of birth
- Active membership dates
- Membership classifications, as per the bylaws
- Dates of termination of active memberships