The background of the entire page is a close-up, slightly draped American flag. The blue field with white stars is prominent on the left and top, while the red and white stripes are visible on the right and bottom. A semi-transparent, metallic-looking rectangular box with a thin gold border is centered horizontally. Inside this box, the title text is displayed in a serif font. The text is white, with the first line in a smaller font size and the second line in a larger, bolder font size.

Dignity Memorial®
Veterans Planning Guide

Dignity®
MEMORIAL

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Dignity Memorial: Honoring those who serve.

As a member of the United States Armed Forces, you served your country with courage and selflessness. Now let your funeral service honor the life you've lived.

The Dignity Memorial® network is the right choice for veterans, active military personnel and their families. With more than 2,000 licensed providers in North America, we serve more veterans than any other funeral service provider. We consider it an honor to serve the men and women who served our country.

Whether your need is now or you are making final arrangements in advance, you can count on your Dignity Memorial provider for professionalism, quality and service excellence.

When you choose a Dignity Memorial provider, you'll receive the caring support and benefits we provide all our families, including:

- ♦ Child/grandchild protection plan
- ♦ Personal Planning Guide
- ♦ Bereavement travel assistance
- ♦ Compassion Helpline®
- ♦ National transferability
- ♦ 100% service guarantee

As a veteran, you may qualify for burial benefits through the U.S. Department of Veterans Affairs (VA). There are many misconceptions about these benefits, however, so it's important to understand what they include and how to request them. For example, a recent survey shows that 60 percent of veterans mistakenly believe the VA pays funeral, cremation and cemetery expenses for all veterans. In truth, reimbursement of funeral or cremation expenses is limited, and certain restrictions apply.

To help you plan, the Dignity Memorial network created this guide to provide you with useful information about available benefits, military funeral honors, burial in a national or state cemetery, and the importance of prearranging. Also included are detachable forms to use when applying for membership in veteran service organizations and requesting military medals, a U.S. flag, Presidential Memorial certificates, military records and other VA burial benefits.

To complement your VA burial benefits, Dignity Memorial providers offer special pricing and benefits to eligible veterans.

To learn more and to find out if you and your family members qualify for this special pricing, please contact a Dignity Memorial provider. To locate one in your community, call 1-866-508-5834 or visit www.DignityMemorial.com/Veterans and click on the Provider Locator link at the top of the screen.



Dignity®
MEMORIAL

10 Important Facts about Your VA Burial Benefits

As a veteran you may qualify for certain funeral benefits, but they don't come automatically. In most cases someone must request them, which can be time-consuming and stressful for your family. Dignity Memorial professionals are available to help you prepare your request in advance.



1 U.S. Department of Veterans Affairs (VA) benefits do not cover all the funeral or cremation arrangements of honorably discharged veterans.

Certain monetary, recognition and service benefits may be available. However, reimbursement for funeral or cremation service expenses is limited and usually only applies when:

- ♦ The Veteran died because of a service-related disability, OR
- ♦ The Veteran was receiving or was entitled to receive a VA pension or compensation at the time of death, OR
- ♦ The Veteran died while hospitalized by VA, or while receiving care under contract at a non-VA facility

Standard guidelines are provided as an overview, but only the VA can rule on your exact benefits. For exact eligibility requirements, please visit www.cem.va.gov/burial_benefits/.

2 You will need documentation to verify military service.

You will normally be required to provide a *Certificate of Release or Discharge from Active Duty* document to verify military service. (Before 1950 it is commonly known as the Report of Separation which includes the documents WD AGO 53-55, NAVPERS 553, NAVMC 78PD or NAVCG 553. After 1950 it is known as the DD 214). All documents are forms of a veteran's discharge papers.

3 A veteran's family must request a United States flag.

Upon the request of the family, a flag is provided by the VA at no cost to drape the casket or accompany the urn of a deceased veteran. Generally, the flag is given to the next of kin. Only one flag may be provided per veteran. An *Application for United States Flag for Burial Purposes* (VA Form 27-2008) must be submitted along with a copy of the veteran's discharge papers. Flags may be obtained from VA regional offices and most U.S. Post Offices. Your Dignity Memorial provider will help your family request your flag.



4 Military funeral honors ceremonies must be scheduled in advance.

Upon the family's request, every eligible veteran may receive a military funeral honors ceremony, which includes the folding and presentation of the United States flag and the playing of "Taps".

The funeral director can request military funeral honors on behalf of the veteran's family.

Your Dignity Memorial provider works with various veterans organizations to assist in the provision of military funeral honors.

5 Veterans' caskets are not free.

As a standard policy, neither the VA nor the various branches of service provide a free casket for a deceased veteran, unless death occurs while on active duty. Through our unique relationship with American Legion Departments in specific states and with the Veterans of Foreign Wars nationally, Dignity Memorial providers offer caskets and other merchandise at a discounted price to their members.

6 A "Presidential Memorial Certificate" may be requested.

Provided through a program initiated in March 1962 by President John F. Kennedy, an engraved paper "Presidential Memorial Certificate" signed by the current president is provided to families to honor the memory of honorably discharged, deceased veterans.

Eligible recipients, or someone acting on their behalf, may apply in person at any VA regional office or by U.S. mail. Your local Dignity Memorial provider can assist your family in obtaining this certificate.

7 If you choose not to be buried in a VA national cemetery, monetary burial benefits are limited.

Veterans buried in a private cemetery may be eligible to receive a partial reimbursement for their burial costs. If a death is service-related, benefits up to \$2,000 may be paid for burial expenses.

In order to receive burial and funeral benefits, as well as plot allowances, there are specific requirements that must be met such as:

- The Veteran died because of a service-related disability, OR
- The Veteran was receiving or was entitled to receive a VA pension or compensation at the time of death, OR
- The Veteran died while hospitalized by the VA, or while receiving care under VA contract at a non-VA facility.

For non-service related deaths occurring on or after October 1, 2018, VA will pay up to \$780 toward burial and funeral expenses (if hospitalized by VA at time of death) and a \$780 plot-interment allowance (if not buried in a national cemetery). For deaths on or after December 1, 2001, but before October 1, 2011, the VA will pay up to \$300 toward burial and funeral expenses and a \$300 plot-interment allowance. For deaths on or after April 1, 1988 but before October 1, 2011, the VA will pay \$300 toward burial and funeral expenses (for Veterans hospitalized by the VA at the time of death).

An annual increase in burial and plot allowances for deaths occurring after October 1, 2011 begins in fiscal year 2013 based on the Consumer Price Index for the preceding 12-month period.

The final amounts will be determined by eligibility and are at the discretion of the VA.

In order to determine the final reimbursement amount, an *Application for Burial Benefits* (VA Form 21-530) must be submitted within two years from the date of the veteran's permanent burial. If your family does not have the Form 21-530 at the time of death, your Dignity Memorial provider will help secure one.

8 There are eligibility requirements for burial in a VA national cemetery.

Any member of the Armed Forces who dies while on active duty or any veteran who was discharged under conditions other than dishonorable is entitled to burial in a VA national cemetery. Under certain conditions, the surviving spouse and minor children of an eligible person may also be entitled to this benefit. The spouse, surviving spouse or dependent of an eligible veteran or member of the Armed Forces may be eligible for interment in a national cemetery even if that veteran is not buried or memorialized in a national cemetery.

VA national cemeteries pre-need eligibility determinations

The VA now provides eligibility determinations for interment in a VA national cemetery prior to the time of need. Through the Pre-Need Determination of Eligibility Program, upon request, individuals can learn if they are eligible for burial or memorialization in a VA national cemetery.

Interested individuals may submit VA Form 40-10007, Application for Pre-Need Determination of Eligibility for Burial in a VA National Cemetery, and supporting documentation, such as a DD Form 214, to the VA National Cemetery Scheduling Office by: toll-free fax at 1-855-840-8299; email to Eligibility.PreNeed@va.gov; or mail to the National Cemetery Scheduling Office, P.O. Box 510543, St. Louis, MO 63151.

VA will review applications and provide written notice of its determination of eligibility. VA will save determinations and supporting documentation in an electronic information system to expedite burial arrangements at the time of need. Because laws and personal circumstances change, upon receipt of a burial request, VA will validate all pre-need determinations in accordance with the laws in effect at that time.

In addition, non-veteran parents may be interred in a national cemetery with their child if that child was killed in combat and has no other eligible survivors. In order for such burial to occur, an official must determine that there is available space.

Burial in a VA national cemetery includes:

- ♦ *An assigned gravesite (if space is available)*
- ♦ *A government headstone or marker*
- ♦ *Opening and closing of the grave*
- ♦ *Perpetual care at no cost to the family*
- ♦ *A grave liner for casketed remains*

Cremated remains are buried or inurned in VA national cemeteries in the same manner and with the same honors as casketed remains.

If you are considering burial in a VA national cemetery, you should be aware of the following:

- ♦ *You may not reserve space in a VA national cemetery ahead of time.*
- ♦ *VA national cemeteries only allow arrangements to be made at the time of death, so there is no guarantee that spouses or other family members will be interred side by side or even nearby.*
- ♦ *Burials in VA national cemeteries are usually not conducted on weekends.*

We work with national cemeteries throughout the U.S. to provide funeral services for eligible veterans.

Burials in Arlington National Cemetery require a special knowledge of protocol and logistics. Our established firms in the metropolitan Washington, D.C. area have knowledgeable staff with years of experience coordinating these ceremonies. To ensure the highest quality of service, Dignity Memorial providers will transfer responsibility for all Arlington National Cemetery services to these experienced professionals.

9 Headstones, markers or medallions aor a burial space in a private cemetery must be requested.

Any deceased veteran discharged under conditions other than dishonorable is eligible for a standard Government headstone, marker or medallion. The VA, upon request and at no charge to the applicant, will furnish a Government headstone or marker for the grave of any deceased eligible veteran in any cemetery around the world. A bronze medallion in several sizes is also available to be placed on existing privately purchased headstones or markers. The Government is not responsible for costs associated with affixing the medallion to the privately purchased headstone or marker.

Upright headstones are available in granite or marble, and flat markers are available in granite, marble or bronze. The style must be consistent with existing monuments or markers at the place of burial. Niche markers for cremated remains are also available.

An "Application for Standard Government Headstone or Marker for Installation in a Private or State Veteran's Cemetery" (VA Form 40-1330) must be submitted for headstones or markers. VA Form 40-1330M must be submitted if requesting the medallion.

If your family does not have form 40-1330 or VA form 40-1330M, your Dignity Memorial provider will help secure one.

10 The issuance or replacement of military service medals, awards and decorations must be requested in writing.

For deceased veterans, requests for medals will be accepted from the next-of-kin. Requests should be submitted in writing to the appropriate military service branch division of the National Personnel Records Center (NPRC). To submit a request, use Standard Form 180 (SF-180), available through the VA or downloadable through the NPRC website at www.archives.gov/veterans/. There is generally no charge for medal or award replacements.

For more information, or for the mailing address of the military branch office to submit your request to, call 1-866-272-6272 or visit the NPRC website. If your family does not have the necessary form, a Dignity Memorial provider will help secure one.

About

Military Funeral Honors

The military funeral honors ceremony is a final demonstration of our nation's deep gratitude to those who have, in times of war and peace, faithfully served. The U.S. Department of Defense now provides, at no cost, the rendering of military funeral honors for an eligible veteran if requested by the family. Families of eligible veterans request funeral honors through their funeral director, who is responsible for arranging for the funeral honors detail.

Who is eligible?

- ♦ Military members on active duty
- ♦ Military retirees
- ♦ Members and former members of the Selected Reserve
- ♦ U.S. veterans of any war
- ♦ Other U.S. veterans who served at least one term of enlistment and separated under conditions other than dishonorable

Who is not eligible?

- ♦ Individuals discharged from the Armed Forces under dishonorable conditions
- ♦ Individuals sentenced to death or life imprisonment without parole for a federal or state capital offense

As provided by law, the honor guard detail shall

consist of not less than two members of the Armed Forces, one of whom is a representative of the parent branch of service of the deceased veteran. The honor detail will, at a minimum, perform a ceremony that includes the folding and presentation of the American flag to the next of kin and the playing of "Taps," either by a bugler or by official electronic recording. The veteran's parent service representative will present the flag.

Your Dignity Memorial provider can help your family request military funeral honors. The request form is included in this guide.

Verifying Eligibility

The preferred method for verifying eligibility is the DD 214, *Certificate of Release or Discharge from Active Duty*. If the DD 214 is not available, any discharge document showing other than dishonorable service can be used.

To download forms and find more information, visit www.archives.gov/veterans/.



The Gift of Planning Your Life, Your Legacy

Planning your final arrangements is a responsible decision and is one of the most caring gifts you can give your loved ones. By planning today, you can help to spare your family from difficult decisions at an emotional time and can make your own personal wishes known.

When you plan your funeral or cremation service in advance, you can learn about options and costs. You'll be able to select funeral or cremation services meaningful to you and your family while properly honoring your military service.

Our arranged services are fully transferable and will be honored by any provider in the Dignity Memorial network should you move to a different area. This Dignity Memorial Planning Guide will help you begin the planning process, and we are here to answer any questions you and your loved ones might have.

Celebrating your life, honoring your wishes.

Every life is different, and your service should reflect that. In addition to incorporating religious or cultural traditions that are important to you, we'll help you create a custom service that reflects your wishes and honors the life you lived.

Our in-house facilities, such as family and hospitality rooms, are designed to accommodate your special requests. We can arrange music, catering, flowers and other features that will ensure a personalized, fitting tribute. From time-honored traditions to personal photographs to favorite readings and special music, you can design a service that reflects your unique life.

Protection from rising costs.

Because government burial benefits for veterans are limited, you are likely to incur out-of-pocket expenses. By planning your funeral or cremation service today, you benefit from purchasing at today's prices.

Planning now also helps you keep your financial commitment to a comfortable level while reducing the financial and emotional burden placed on your surviving family members.

The Dignity Difference

When you choose a Dignity Memorial provider, you'll receive the compassionate care you expect from a locally operated establishment along with the value you deserve from the largest network of funeral homes and cemeteries in North America. Our commitment to you always includes these benefits and services, which only Dignity Memorial providers offer.

Bereavement Travel Services

On a moment's notice, dedicated travel specialists will seek the best available airfares as well as hotel accommodations and car rentals for your family and friends to attend a funeral or memorial service. There is a nominal fee associated with the issuance of an airline ticket.

The Compassion Helpline®

The Compassion Helpline offers families unlimited complimentary phone access to professional grief counselors for 13 months after services are provided by any Dignity Memorial provider throughout North America. In addition, anyone who attends a visitation, chapel or memorial service will have three months of access to the Compassion Helpline.

National Transferability

Should you move more than 75 miles from where your original arrangements were made, your funeral services will be honored by any Dignity Memorial provider in North America.

100% Service Guarantee

The Dignity Memorial network is the only family of funeral homes and cemeteries that measures the voice of every customer through our customer satisfaction program, administered by J.D. Power. We are fully committed to service beyond expectation and if there is anything we can do to better serve you before, during or after the service, let us know.

Dignity Memorial Guidance Series

Our guidance series lends support to those coping with grief. Professional advice and compassionate insight are available in an extensive selection of books, DVDs, CDs and in our online Resources Library.

To find a Dignity Memorial provider near you, please call:

1-866-508-5834

or visit us at

www.DignityMemorial.com/Veterans.



Senior Living Solutions

Dignity Memorial customers also enjoy access to the unmatched services and compassionate care of Brookdale, the industry leader in Senior Living Solutions.

Planning now for your later years in life is a gift that can bring you and your loved ones true peace of mind.

If you're a wartime veteran, or the surviving spouse of a veteran, the Veterans Aid & Attendance benefit could be an ideal solution for financing your senior housing needs. Brookdale is committed to working closely with local county Veterans Service Officers and local VA representatives to help qualified, prospective residents receive Aid & Attendance and other benefits resulting from military service.

Call Brookdale at 1-888-305-5647 to learn more about this important benefit.



Start planning today.

Consider the following questions to help you plan a service that's right for you:

- Would you like a traditional or a simple, less elaborate service?
- What military protocols or traditions, if any, do you want incorporated into your service?
- Do you prefer cremation or burial?
- Will the service take place at a funeral home or place of worship?
- Will it be a private family service, or open/opened to all?
- Will there be a visitation for family and friends or a private family gathering?
- What type of casket or cremation container do you want?
- Will the casket be open or closed?
- How much would you like to pay for your services?
- What type of memorial or headstone would you prefer?
- Do you want your military service reflected on your headstone?

Supporting Our Communities

In addition to compassionately serving families during their time of need, we are committed to the communities where we live, work and raise our families. We proudly sponsor two community programs dedicated to honoring those who serve.



Dignity Memorial Vietnam Wall

The Dignity Memorial Vietnam Wall is a three-quarter scale replica of the Vietnam Veterans Memorial in Washington, D.C. The faux-granite replica stands 240 feet long and eight feet high and is inscribed with the names of the 58,272 American men and women who gave their lives or are listed as missing in Vietnam. The Wall has traveled the U.S. in memory of those who have given their lives for freedom. After more than 20 years in circulation, the Wall has been retired. It is now permanently on display at the National Infantry Museum in Fort Benning, Ga., where it was formally dedicated on Veterans Day in 2017.



Dignity Memorial

Homeless Veterans Burial Program

The Dignity Memorial Homeless Veterans Burial Program provides burial services for eligible homeless and indigent veterans to ensure they receive the honors in death that their service in life merited. The program has provided burial services for more than 1,700 homeless veterans.

Founded upon the belief that every veteran deserves a dignified and honorable burial, the Dignity Memorial Homeless Veterans Burial Program is a cooperative effort among Dignity Memorial funeral, cremation and cemetery service providers, the U.S. Department of Veterans Affairs, the Veterans of Foreign Wars, local medical examiners, coroners, veterans advocates and veterans organizations.

Through the program, homeless and indigent veterans who have no family to claim them are identified and provided with a proper military burial. Dignity Memorial providers donate preparation of the body, transportation, clothing, casket and coordination of the funeral service. The U.S. Department of Veterans Affairs provides eligible veterans with opening and closing of the gravesite, a grave liner, a headstone or marker, a graveside ceremony and burial in a national cemetery.

Section 2:

Veterans Service Organizations

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Membership Information

Your service organization membership can repay you and your family many times over.

The Dignity Memorial network is proud to partner with two leading veterans service organizations to bring significant savings and benefits to members in good standing.

As a member, you will be eligible to receive:

A 10% savings* on all Dignity Memorial funeral or cremation services and merchandise offered by your local provider, plus:

- ♦ Flag case specially designed for your government-issued United States flag
- ♦ Aftercare® Planner that eases the burden on your loved ones by providing them with a system for completing and submitting all the paperwork involved in organizing and closing your estate
- ♦ Compassion Helpline® offering trained grief counselors to assist your immediate family members whenever they need support and insight, for 13 months after services are provided
- ♦ Bereavement travel program and grief management materials
- ♦ Dignity Memorial 100% service guarantee that ensures your family's complete satisfaction with the services provided

*10% savings does not apply to cash advance items and void where prohibited by law. On already discounted Dignity Memorial plans, eligible veterans are entitled to the greater of the two discounts. Credit and free exclusive benefits not available to family members other than spouse.





American Legion Membership Information

Many are called, but few are chosen. That applies to many things in life. As a dedicated American, you chose to serve your country when you joined the military.



THE TRUE *Value*
OF JOINING
the American Legion
CAN'T BE MEASURED
IN DOLLARS AND
CENTS. IT IS A
Unique WAY OF
BEING A PART
OF SOMETHING
BIGGER THAN ANY
INDIVIDUAL.

For those of us who have served in time of war, there is a bond that cannot be broken. Our lives and our backgrounds can be as different as night and day, but we are joined by battle, by service and by experiences that are uniquely ours. We are joined by an organization founded to serve us only with privileges and benefits we have earned with blood, sweat and courage.

In 1919, the United States Congress approved the charter of the American Legion as an organization of veterans. Some American Legion members served overseas during wartime while others served stateside. Yet all served during periods defined by Congress as wartime service. The support your American Legion membership gives to our brave young men and women on active duty is paramount.

Membership entitles veterans, active-duty personnel and families to:

- ♦ *Professional help in obtaining full medical, educational, and insurance benefits from the Department of Veterans Affairs*
- ♦ *Assistance in preparing VA claims and getting accurate information concerning financial services*
- ♦ *Professional representation of veterans interests in Congress by staff in Washington, D.C., who are fighting for legislation that protects the benefits of all veterans and their families*

The American Legion is an influential and effective advocate for veterans. Your membership will strengthen the fight for better active-duty pay, improved housing for active-duty families, and help ensure that the VA's medical system properly cares for the sick and wounded returning from Iraq and Afghanistan.

Membership Eligibility

You can become a member of the American Legion if you are on active duty today, serving honorably, anywhere in the world, or have served honorably during any eligible war era:

- ♦ April 6, 1917 — November 11, 1918 (World War I)
- ♦ December 7, 1941 — December 31, 1946 (World War II)
- ♦ June 25, 1950 — January 31, 1955 (Korean War)
- ♦ February 28, 1961 — May 7, 1975 (Vietnam War)
- ♦ August 24, 1982 — July 31, 1984 (Lebanon/Grenada)
- ♦ December 20, 1989 — January 31, 1990 (Panama)
- ♦ August 2, 1990 — today (Gulf War/Wars in Afghanistan and Iraq)



Membership in the American Legion also gives you added savings, discounts and family-protection benefits including:

- ♦ *Job placement assistance*
- ♦ *A full year's subscription to the monthly American Legion magazine*
- ♦ *Discount rates on thousands of hotels and motels, car rentals, and moving expenses*
- ♦ *Full eligibility to participate in American Legion members-only insurance plans*
- ♦ *Additional discounts through the American Legion's prescription drug plan*

Legionnaires are also heavily involved with community activities ranging from hospital services and blood drives to youth programs such as Boy Scouts, American Legion Baseball, scholarships and the annual American Legion Boys State/Boys Nation programs.

More important than material benefits, your membership in the American Legion honors the other men and women who have sacrificed so much for our country. It's one of the best ways to help preserve programs that benefit you, our nation and our fellow veterans.

The American Legion is veterans just like you, nearly three million strong, who care about America, veterans, their families and our nation's youth. The Legion is a powerful voice in Washington dedicated to preserving the rights we've all earned—and were promised—by service to our nation in uniform.

Membership brings an impressive array of benefits. The American Legion is always there for you and your family—in Washington and at nearly 15,000 local posts throughout America and abroad. Just like you, the Legion is "Still Serving America!"

Please see page 19 for the American Legion membership application form or visit: <http://www.legion.org/documents/legion/pdf/mbrapp.pdf>



Veterans of Foreign Wars Membership Information

Originally founded in 1899 as the American Veterans of Foreign Service, the VFW continues to be a voice for veterans and currently deployed members of our Armed Forces and their families.



About The VFW

There are nearly 1.6 million members of the VFW and its auxiliaries in more than 6,200 VFW Posts around the world. It is at heart an organization dedicated to providing a place for all of those who have sacrificed in our nation's conflicts abroad. While the VFW is a national organization, it expresses this dedication through local Posts and programs that support veterans, service members and their families.

VFW Mission

To foster camaraderie among United States veterans of overseas conflicts. To serve our veterans, the military, and our communities. To advocate on behalf of all veterans.

Veteran Advocacy:

Full-Time Support for Veterans

National Veterans Service: The VFW provides full-time support to veterans and their families. VFW Service Officers are professional, full-time advocates who are experts at helping veterans (members and non-members alike) with their Veterans Administration claims. They can be found at every VA medical center and can also be reached at 1-800-VFW-1899. VFW Service Officers help veterans claim billions of dollars annually in

benefits and compensation from VA. Every veteran (including those in the process of leaving the military) should speak to a service officer to ensure he or she receives the benefits they deserve.

National Legislative Services:

The VFW works for veterans on Capitol Hill. The VFW Washington, D.C. office has a fulltime staff to monitor, lobby and report on legislation that directly impacts the veteran community.

Support to Troops and Families: Answering the Call to Assist Our Nation's Defenders

Scholarship

Help A Hero Scholarships — developed in conjunction with Sport Clips — help veterans and service members continue their education without incurring excessive student loan debt with awards of \$5,000.

VFW Unmet Needs helps service members and their families who face unexpected financial difficulties, often as a result of unexpected or extended deployments. Military families can apply for grants of up to \$1,500 to cope financially and get through tough times.

VFW Military Assistance Program works to give troops and military families the help they need during long deployments and when they return. The program sponsors morale-boosting sendoffs and homecomings for troops and their families. These events—which often include free entertainment, food and other festivities—are held at military bases across the nation as well as at local VFW Posts.

Community Programs: Giving Back to Towns and Neighborhoods

The VFW promotes programs that help build local communities. Though it maintains a national presence, the VFW is a grassroots organization. A VFW Post is not a building—it is the people inside. VFW programs are geared toward developing tomorrow's leaders and recognizing those who are building that future today.

VFW gives over \$3.3 million annually in Voice of Democracy scholarships to high-school students and Patriot's Pen awards and incentives to middle school students. Candidates are nominated at the Post level and compete at the state and national levels. Finalists are invited to VFW ceremonies in Washington, D.C.

Membership Eligibility

There are three requirements for membership in the Veterans of Foreign Wars of the United States:

- U.S. citizenship
- Honorable military service; and
- Service entitling the applicant to the award of a recognized campaign medal or as set forth in the Congressional Charter and/or VFW bylaws.

Checking eligibility is relatively simple assuming the first two requirements are met. An applicant must have served overseas and earned a campaign medal, service medal or insignia recognized by the VFW. (*The only exceptions are a combat action ribbon or imminent danger pay for service in Korea after June 30, 1949.*)



Community service takes many forms from volunteering at local VA hospitals to volunteering in community clean-ups. VFW members volunteer 8.8 million hours annually in their communities. The VFW also offers recognition to leaders in the community. These awards go to teachers, police officers, firefighters, and emergency response personnel who have distinguished themselves through their dedication and service.

Discharges during and immediately after World War II have a section on the back listing earned medals and decorations. Persons discharged later received a DD-214, *Report of Separation* form, which has a space showing medals and decorations.

Lost separation documents can be replaced by completing and submitting Standard Form 180, *Request Pertaining to Military Records*, included in this Veterans Planning Guide. Contact the VFW national membership department if you feel you have qualifying experience not listed.

Please see page 21 for the VFW membership application form or apply online: www.vfw.org/join

There are three qualifiers for membership in the VFW, as set out in our By-Laws. An individual must meet all three in order to become a member. They are as follows:

1: Citizenship – must be a U.S. citizen or U.S. National.

2: Honorable Service – must have served in the Armed Forces of the United States and either received a discharge of Honorable or General (Under Honorable Conditions) or be currently serving.

3: Service in a war, campaign, or expedition on foreign soil or in hostile waters. This can be proven by any of the following:

- An authorized campaign medal (see other side for a list of qualifying medals and badges)
- Receipt of Hostile Fire Pay or Imminent Danger Pay (verified by a military pay statement)
- Service in Korea for 30 consecutive or 60 non-consecutive days

This information is usually available through a veteran's DD-214. If other information is needed or if a veteran's DD-214 is not complete, they can contact the National Personnel Records Center at 314-801-0800 or online at <http://www.archives.gov/veterans/evetrecs/> to request more information.

It is imperative that we verify the eligibility of every member that signs up for the VFW, not only to comply with our By-Laws but also to maintain the integrity of the organization. If you have questions concerning membership eligibility, please contact the National Headquarters at 1-888-JOIN-VFW or via email at membership@vfw.org.

For further information on VFW eligibility, please consult Section 101 of the VFW By-Laws and Manual of Procedure.



www.vfw.org

rev. 10/18

For a full list of campaign medals that qualify an individual for VFW membership, please consult Section 101 of the VFW Manual of Procedure.

If a veteran's DD-214 or other military documentation confirms they have been awarded one of these campaign medals and they have served honorably, then they are eligible for membership in the Veterans of Foreign Wars.

- China Service Medal
- American Defense Service Medal
- European-African-Middle Eastern Campaign Medal
- American Campaign Medal
- Asiatic-Pacific Campaign Medal
- Army of Occupation Medal
- Navy Occupation Service Medal
- Korean Service Medal
- Navy Expeditionary Medal
- Marine Corps Expeditionary Medal
- Vietnam Service Medal
- Armed Forces Expeditionary Medal
- Southwest Asia Service Medal
- Kosovo Campaign Medal
- Combat Infantryman Badge
- Combat Medical Badge
- Combat Action Ribbon
- Air Force Combat Action Medal
- Combat Action Badge
- SSBN Deterrent Patrol Insignia
- Korea Defense Service Medal
- Global War On Terrorism Expeditionary Medal
- Afghanistan Campaign Medal
- Iraq Campaign Medal
- Inherent Resolve Campaign Medal
- Air Force Expeditionary Service Ribbon WITH GOLD BORDER
- Korea Duty (Service in Korea for 30 consecutive or 60 non-consecutive days)
- Hostile Fire Pay or Imminent Danger Pay

For any questions regarding VFW eligibility, please contact the Membership Department at membership@vfw.org or by calling 1-888-JOIN-VFW (564-6839) for assistance.

Section 3:

Veterans Forms

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Department of Veterans
Affairs Burial Flag Application 43

Department of Veterans Affairs Application
for Pre-Need Determination of Eligibility
for Burial in a VA National Cemetery 45



Please return completed application to: The American Legion
Remittance Processing
P.O. Box 7017
Indianapolis, IN 46207

D19INT

THE AMERICAN LEGION MEMBERSHIP APPLICATION

YES! I'll help my fellow veterans by becoming a member of The American Legion. I certify that I served at least one day of active military duty during the dates marked below and was honorably discharged or am still serving honorably. Please send my current membership card and my free "Branch of Service" lapel pin.

Please check method of payment:

- ☐ My \$25.00 check or money order is enclosed.
- ☐ Bill my credit card for \$25.00. *(See box at right)*

☐ MASTERCARD☐ VISA

ACCOUNT #

EXPIRATION DATE

Please check applicable "Dates of Service" and "Branch of Service":

DATES OF SERVICE	BRANCH OF SERVICE
<input type="checkbox"/> AUG. 2, 1990 – OPEN	<input type="checkbox"/> U.S. ARMY
<input type="checkbox"/> DEC. 20, 1989 – JAN. 31, 1990	<input type="checkbox"/> U.S. NAVY
<input type="checkbox"/> AUG. 24, 1982 – JUL. 31, 1984	<input type="checkbox"/> U.S. AIR FORCE
<input type="checkbox"/> FEB. 28, 1961 – MAY 7, 1975	<input type="checkbox"/> U.S. MARINES
<input type="checkbox"/> JUNE 25, 1950 – JAN. 31, 1955	<input type="checkbox"/> U.S. COAST GUARD
<input type="checkbox"/> DEC. 7, 1941 – DEC. 31, 1946	
<input type="checkbox"/> APR. 6, 1917 – NOV. 11, 1918	
<input type="checkbox"/> U.S. MERCHANT MARINE — DEC. 7, 1941 – DEC. 31, 1946	

NAME

ADDRESS

CITY, STATE, ZIP

PHONE

E-MAIL ADDRESS

BIRTH DATE

SIGNATURE

Please tell us how/where you heard about The American Legion and if you have any questions:

JUNE 2018 - NET



American Legion Membership Mail-In Application



VFW Membership
Mail-In Application

Please return completed application to: VFW National Headquarters
Membership Department
406 W. 34th Street
Kansas City, MO 64111

☐ Yes! I want to join the VFW as a member-at-large and continue serving my country, my community and my fellow man.

PLEASE ENTER YOUR PERSONAL INFORMATION

Name: _____
Last First M.I.

Address: _____
Street City State Zip

E-mail: _____ Phone: _____

Birthdate: _____ Social Security #: _____

SERVICE INFORMATION ☐ Army ☐ Marine Corps ☐ Navy ☐ Air Force ☐ Coast Guard

Eligibility (choose all that apply)

<input type="checkbox"/> WWII	<input type="checkbox"/> Afghanistan	<input type="checkbox"/> Combat Action Ribbon	<input type="checkbox"/> SSBN Deterrent Patrol Insignia
<input type="checkbox"/> Korean War	<input type="checkbox"/> Iraq	<input type="checkbox"/> Expeditionary Medal	<input type="checkbox"/> Imminent Danger/ Hostile Fire Pay
<input type="checkbox"/> Vietnam	<input type="checkbox"/> Korean Service (7/1/49 to present)	<input type="checkbox"/> Occupation Medal	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Persian Gulf War	<input type="checkbox"/> Kosovo	<input type="checkbox"/> Inherent Resolve	

Dates of Service: _____ to _____ Service Location: _____

Name of Campaign Ribbon or Medal: _____

MEMBERSHIP TYPE (please select one)

☐ ANNUAL (\$45.00)

☐ Please bill me annually for my membership.

☐ I would like to enroll in the Automatic Payment Plan.

☐ LIFE MEMBERSHIP (one-time)

☐ LIFE MEMBERSHIP (installment plan)

☐ Please send me an invoice for my 11 monthly installments towards Life Membership.

☐ I would like to enroll in the Automatic Payment Plan.

LIFE MEMBERSHIP FEE SCHEDULE

AGE as of Dec. 31st	ONE-TIME PAYMENT	LIFE MEMBERSHIP INSTALLMENT PLAN initial payment	11 payments of
THROUGH AGE 30	\$425.00	\$45.00	\$38.64
31-40	\$410.00	\$45.00	\$37.27
41-50	\$375.00	\$45.00	\$34.09
51-60	\$335.00	\$45.00	\$30.45
61-70	\$290.00	\$45.00	\$26.36
71-80	\$225.00	\$45.00	\$20.45
81 AND OVER	\$170.00	\$45.00	\$15.45

Automatic Payment Plan Terms and Conditions: You authorize the VFW to initiate electronic debit entries or affect a charge by any other commercially accepted practice to your account set forth above for the payment of dues reflected on this application. You understand such charges may be made within 2-3 business days of payment due date. For installment payments, charges will be made on or around the 1st or the 15th day of the month. This authorization will remain in full force until VFW has received notification from you of its termination or upon completion of the installment payments. Annual dues are subject to change. By completing this authorization, you acknowledge that you will only receive notice when the payment would differ by more than \$10.00 from the most recent payment. Call VFW Customer Service at 1-800-963-3180 or write to VFW at: VFW, P.O. Box 119028, Kansas City, MO 64171 to inquire about or cancel a payment, or to report problems such as bank closures, lost or stolen account numbers, closed accounts, or unauthorized transactions. Cancellation requests must be received no later than 11:59 p.m. Central Time ten business days prior to the scheduled payment date. If you are unaware of the charge date for your account, please contact VFW. If a payment is returned by your financial institution (e.g., due to insufficient funds, incorrect account information, closed account, etc.) the VFW will contact you at the address we have on file for you, explaining why the payment could not be processed, and providing alternate payment options. The privilege of making payments under this agreement may be revoked by VFW if any item is not paid upon presentation. You may have additional rights and responsibilities under the Electronic Funds Transfer Act.

Life Membership Installment Plan Terms and Conditions: The VFW Life Membership installment plan allows any VFW member/applicant to purchase a Life Membership by making an initial payment of \$45.00 and (11) monthly payments. The member will be issued an Annual membership card at the time of enrollment. The member may elect to receive a monthly statement by mail or may set up a payment profile to make the monthly payment automatically using a credit/debit card or bank account. A payoff amount will be printed on each monthly invoice, allowing the member the option to pay in full. A permanent Life Membership card will be issued upon the completion of payments. The Life Membership fee is determined from the schedule using the applicant's age on December 31 of the year in which the application is submitted.

Delinquencies will be handled as follows:
Up to 30 days – continue to bill
31 to 120 days – delinquency can be corrected through make up payment(s) or plan end date pushed forward.
More than 120 days – member is dropped from the Installment Plan, all monthly payments made to date, are applied to future years annual dues.

PAYMENT INFORMATION ☐ Check/Money Order ☐ Mastercard ☐ VISA ☐ Discover ☐ AMEX

Card Number: _____ Expiration Date: _____

Cardholder's Name: _____ Amount to be charged: \$ _____
(if using Life Membership installment plan, amount is \$45.00)

VERIFICATION & SIGNATURE

I attest that by forwarding this application that I am a citizen or national of the United States of America and that I have confirmed my eligibility for membership in the Veterans of Foreign Wars of the United States. I further give authority to the Veterans of Foreign Wars of the United States to verify my eligibility for membership.

Signature of Applicant: _____ Date: _____

Mail form to: Membership Department, VFW National Headquarters, 406 W. 34th Street, Kansas City, MO 64111
Questions? Call (888) JOIN-VFW (888-564-6839) or email us at membership@vfw.org



VFW Membership Mail-In Application

Guide to writing for your Military Medals



To obtain initial issue or replacement medals you must submit a written request for the medals. Complete this form and mail to the National Personnel Records Center, 1 Archives Drive, St. Louis, MO 63138.

IF YOU ARE REQUESTING MEDALS FOR YOURSELF, COMPLETE THIS SECTION.

Print the name of the veteran who earned the medals: _____

I request that I be issued all award emblems I am entitled to.

☐ Attached is a copy of my separation document (DD 214 or equivalent).

☐ In lieu of my separation document I am providing the following information:

Branch of service: ☐ Army ☐ Navy ☐ Air Force ☐ Marines ☐ Coast Guard

Approximate date of release from service: _____

My Social Security number is: _____

My service number was: _____

Date and place of birth: _____

Name: Last _____ First _____ M.I. _____

Mailing address: _____

Contact information: Phone _____ Email _____

Signature _____ Date _____

IF YOU ARE NEXT-OF-KIN REQUESTING MEDALS, COMPLETE THIS SECTION.

Your relationship to the veteran:

☐ Parent ☐ Spouse ☐ Son/daughter ☐ Other _____

Your contact information: Phone _____ Email _____

Your mailing address: _____

☐ Attached is a copy of the separation document (DD 214 or equivalent).

☐ In lieu of the separation document I am providing the following information:

Branch of service: ☐ Army ☐ Navy ☐ Air Force ☐ Marines ☐ Coast Guard _____

Approximate date of release from service: _____

Please complete the following information about the veteran:

Name: Last _____ First _____ M.I. _____

Social Security number: _____

Service number: _____

Date of death: _____

Date and place of birth: _____

Mailing Address: _____

Other options:

- 1) You may also complete Standard Form 180 and in Section II, check the box labeled "other" and state you request issuance of awards.
- 2) You may also request military medals online at www.archives.gov

Military Funeral Honors Information Sheet



This information confirms the telephone conversation on _____ Date
between _____ and _____.
Name - Funeral Director Name - Military Contact Person

SECTION I: FUNERAL HOME INFORMATION

Funeral Home Name	Phone Number
Address	City, State, Zip

SECTION II: MILITARY CONTACT INFORMATION

Branch	Phone Number	Fax
Address		City, State, Zip

SECTION III: DECEASED INFORMATION *(Obtained from discharge papers)*

In accordance with the Department of Defense program "Honoring Those Who Served," please provide the appropriate military funeral honors ceremony on behalf of the following deceased veteran:

Name		Date of Death	
Branch of Service	Social Security No.	Service No.	Grade or Rank
Date of Entry	Date of Separation	Phone	
Address		City, State, Zip	

Military Status: (Check One) ☐ Veteran Retired ☐ Veteran ☐ Medal of Honor Recipient ☐ General Officer

Attached is a copy of (Check One) ☐ DD Form 214 (preferred) Certificate of Release or Discharge from Active Duty
or ☐ Other discharge document showing other than dishonorable service

SECTION IV: CEREMONY INFORMATION

Date of Ceremony	Time to Report	Report to:	Location Name	Phone
Address			City, State, Zip	

Military Funeral Honors requested by: _____

Next of Kin - Signature Next of Kin - Print Name



Department of Veterans Affairs

PRESIDENTIAL MEMORIAL CERTIFICATE REQUEST FORM

RESPONDENT BURDEN: Public reporting burden for this collection of information is estimated to average three minutes per response, including the time to review instructions, search existing data sources, gather the necessary data, and complete and review the collection of information. The obligation to respond is voluntary and not required to obtain or retain benefits. Statutory authority for the Presidential Memorial Certificate (PMC) Program is 38 U.S.C. 112. The information requested is approved under OMB Control Number 2900-0567, and is necessary to allow eligible recipients (next of kin, other relatives or friends) to request PMC.

The National Cemetery Administration does not give, sell or transfer any personal information outside of the agency. The Department of Veterans Affairs (VA) may not conduct or sponsor, and you are not required to respond to this collection of information unless it displays a valid OMB Control Number. Responding to this collection is voluntary. Send comments regarding this burden estimate or any other aspects of this collection of information, including suggestions for reducing this burden, to VA Clearance Officer (005G2), 810 Vermont Avenue NW, Washington, DC 20420. **SEND COMMENTS ONLY.** Please do not send applications for benefits to this address.

SECTION I - INSTRUCTIONS FOR COMPLETING VA FORM 40-0247,
PRESIDENTIAL MEMORIAL CERTIFICATE REQUEST FORM

Military/Discharge Documents: VA recommends that you attach photocopies of readily available supporting documents so that we can make the determination quickly. Documents may include the most recent discharge document (DD Form 214) showing active duty service records other than for training purposes, or active duty for a minimum of 24 continuous months for enlisted Servicemembers after September 7, 1980; for officers, after October 16, 1981, or the full period for which the person was called to active duty. If you are unable to locate copies of military records, apply anyway, as VA will attempt to obtain records necessary to make a determination.

Name of Veteran: DO NOT include nicknames, military rank or civilian title(s).

Name and Mailing Address of Person Requesting Certificate: Provide the full name and complete mailing address to avoid delays in delivery.

We strongly recommend you complete this form online (<http://www.cem.va.gov/pmc.asp>) and print and sign before you submit your request.

Complete a new VA Form 40-0247 for each additional address where certificates will be mailed to.

Privacy Act Information: VA considers the responses you submit confidential (38 U.S.C. 5701). VA may only disclose this information outside the VA if the disclosure is authorized under the Privacy Act, including the routine uses identified in the VA system of records, 175VA41A published in the Federal Register.

SECTION II - VETERAN/SERVICEMEMBER INFORMATION

1. NAME OF VETERAN (First, Middle, Last)	2. VETERAN SSN OR SERVICE NUMBER OR VA FILE NUMBER (Required)
--	---

SECTION III - PERSON REQUESTING CERTIFICATE INFORMATION

3. NAME OF PERSON REQUESTING CERTIFICATE	4. MAILING ADDRESS OF PERSON REQUESTING CERTIFICATE
5. HOME OR WORK TELEPHONE NUMBER (Include area code)	
6. REQUESTOR EMAIL ADDRESS	7. NUMBER OF CERTIFICATES REQUESTED

SECTION IV - CERTIFICATION AND SIGNATURE

CERTIFICATION: I certify, to the best of my knowledge, that the decedent has never committed a serious crime, such as murder or other offense that could have resulted in imprisonment for life, has never been convicted of a serious crime, and has never been convicted of a sexual offense for which he or she was sentenced to a minimum of life imprisonment.

8. SIGNATURE OF PERSON REQUESTING CERTIFICATE (Required)

SECTION V - MAILING ADDRESS AND FAX NUMBER

PLEASE SEND ANY MILITARY DOCUMENTS AND SIGNED FORM TO:

Presidential Memorial Certificates (41B3) National Cemetery Administration 5109 Russell Road Quantico, VA 22134-3903	Or	Fax To: 1 (800) 455-7143
---	----	--------------------------

(The blocks below are for official use only)

9. CASE MANAGER NAME	10. PMC ID NUMBER	11. CASE MANAGER EMAIL
----------------------	-------------------	------------------------

VA FORM
NOV 2017

40-0247

ALL VERSIONS OF THIS FORM DATED BEFORE MAY 2013 WILL NOT BE ACCEPTED OR PROCESSED.

History

This program was initiated in March 1962 by President John F. Kennedy and has been continued by all subsequent Presidents. Statutory authority for the program is Section 112, Title 38, of the United States Code.

Administration

The Department of Veterans Affairs (VA) administers the PMC program by preparing the certificates which bear the current President's signature expressing the country's grateful recognition of the Veteran's service in the United States Armed Forces.

Eligibility

Eligible recipients include the next of kin and loved ones of honorably discharged deceased Veterans. More than one certificate may be provided.

Application

Eligible recipients, or someone acting on their behalf, may apply for a PMC in person at any VA regional office or by U.S. mail or toll-free fax. Requests cannot be sent via email. Please be sure to enclose a copy of the Veteran's discharge and death certificate to verify eligibility, as we cannot process any request without proof of honorable military service. Please submit copies only, as we will not return original documents.

Check the Status

If you have already requested a PMC more than sixteen (16) weeks ago and have not received it yet, please call 1-202-565-4964 to find out the status of your request. Please do not send a second application unless we request you to do so. Veteran Service Officers and Funeral Homes: If you have questions about the status of a request please contact us at 1-202-565-4964. You may also send request for status by email to pmc@va.gov. Our application form (VA Form 40-0247) is shown above. Please save this form to your computer and make as many copies as you might need.

Instructions for Completing Application for Burial Benefits

Under 38 U.S.C., Chapter 23

IMPORTANT - READ THESE INSTRUCTIONS CAREFULLY

PRIVACY ACT INFORMATION: The responses you submit are considered confidential (38 U.S.C. 5701). They may be disclosed outside the Department of Veterans Affairs (VA) only if the disclosure is authorized under the Privacy Act, including the routine uses identified in the VA system of records, 58VA21/22/28, Compensation, Pension, Education and Vocational Rehabilitation and Employment Records - VA, published in the Federal Register. The requested information is considered relevant and necessary to determine maximum benefits under the law and is required to obtain benefits. Information submitted is subject to verification through computer matching programs with other agencies.

RESPONDENT BURDEN: We need this information to determine your eligibility to burial benefits. Title 38, United States Code, allows us to ask for this information. We estimate that you will need an average of 15 minutes to review the instructions, find the information, and complete this form. VA cannot conduct or sponsor a collection of information unless a valid OMB control number is displayed. Valid OMB control numbers can be located on the OMB Internet Page at www.reginfo.gov/public/do/PRAMain. If desired, you can call 1-800-827-1000 to get information on where to send comments or suggestions about this form.

1. GENERAL
 - a. ELIGIBILITY - NON-SERVICE-CONNECTED
 - (1) NON-SERVICE-CONNECTED BURIAL ALLOWANCE - A one-time payment for a veteran who was receiving VA pension or disability compensation; would have been receiving disability compensation but for the receipt of military retired pay, or had an eligible pending claim at the time of death.
 - (2) SERVICE-CONNECTED BURIAL ALLOWANCE - A one-time payment for a veteran who was rated totally disabled for a service-connected disability or disabilities; excluding individual unemployability, or who died of a service-connected disability.
 - (3) VA MEDICAL CENTER DEATH BURIAL ALLOWANCE - A one-time payment for a veteran whose death was not service-connected and who died while hospitalized by VA.
 - b. BURIAL ALLOWANCE - A one-time benefit payment payable toward the expenses of the funeral and burial of the veteran's remains. Burial includes all legal methods of disposing of the veteran's remains including, but not limited to, cremation, burial at sea, and medical school donation.
 - c. PLOT OR INTERMENT ALLOWANCE - A one-time benefit payment payable toward:
 - (1) Expenses incurred for the plot or interment if burial was not in a national cemetery or other cemetery under the jurisdiction of the United States; OR
 - (2) Expenses payable to a State (or political subdivision of a State) if the veteran died from non-service-connected causes and was buried in a State-owned cemetery or section used solely for the remains of persons eligible for burial in a national cemetery."Plot" means the final disposition site of the remains, whether it is a grave, mausoleum vault, columbarium niche, or similar place. "Interment" means the burial of casketed remains in the ground or the placement of cremated remains into a columbarium niche.
 - d. TRANSPORTATION EXPENSES - The cost of transporting the body to the place of burial may be paid in addition to the burial allowance when:
 - (1) The veteran died of a service-connected disability or had a compensable service-connected disability and burial is in a national cemetery; OR
 - (2) The veteran died while in a hospital, domiciliary or nursing home to which he/she had been properly admitted under authority of VA; OR
 - (3) The veteran died en route while traveling under prior authorization of VA for the purpose of examination, treatment; OR
 - (4) The veteran's remains are unclaimed and burial is in a national cemetery.

VA FORM
APR 2017

21P-530

SUPERSEDES VA FORM 21P-530, JUN 2015,
WHICH WILL NOT BE USED.

2. WHO SHOULD FILE A CLAIM - VA may grant a claim that any eligible person files. Upon death of the veteran, VA will pay the first living person to file a claim of those listed below:
 - (1) The veteran's surviving spouse; OR
 - (2) The survivor of a legal union* between the deceased veteran and the survivor; OR
 - (3) The veteran's children, regardless of age; OR
 - (4) The veteran's parents or the surviving parent; OR
 - (5) The executor or administrator of the deceased veteran's estate, or person acting for the deceased veteran's estate.

*For purposes of this application, legal union means a formal relationship between the veteran and the survivor that existed on the date of the veteran's death, was recognized under the law of the State in which the couple formalized the relationship, and was evidenced by the State's issuance of documentation memorializing the relationship.

If the veterans remains are unclaimed, VA will pay the person or entity that provided burial services for the remains of an unclaimed veteran.
3. TIME LIMIT FOR FILING A CLAIM - A claim for non-service-connected burial allowance must be filed with VA within 2 years after the date of the veteran's permanent burial or cremation. If a veteran's discharge was corrected after death to "Under Conditions Other Than Dishonorable," the claim must be filed within 2 years after the date of correction. There is no time limit for the service-connected burial allowance, plot or interment allowance, VA hospitalization death burial allowance, or reimbursement of transportation expenses.
4. COMPLETING CLAIM BY A FIRM OR STATE AGENCY - The claim must be executed in the full name of the firm or State agency, and show the official position or connection of the individual who signs on its behalf.
5. PROOF OF DEATH TO ACCOMPANY CLAIM - Death in a government institution does not need to be proven. In other cases, the claimant must forward a copy of the public record of death. If proof has previously been furnished VA, it need not be submitted again.
6. STATEMENT OF ACCOUNT MUST ACCOMPANY TRANSPORTATION CLAIMS - If transported by common carrier, a receipt must accompany the claim. All receipts for transportation charges should show the name of the veteran, the name of the person who paid, and the amount of the charges. The itemized statement of account should show the charges made for transportation. Failure to itemize charges may result in delay or payment of a lesser amount.
7. SERVICE RECORD - The original or certified copy of the veteran's service separation document (DD214 or equivalent) which contains information as to the length, time, and character of service will permit prompt processing.
8. TOLL-FREE TELEPHONE ASSISTANCE - You can call us toll-free within the U.S. by dialing 1-800-827-1000. If you are located in the local dialing area of a VA regional office, you can also call us by checking your local telephone directory. For the hearing impaired, our TDD number is 711.
9. WHERE DO I MAIL MY COMPLETED APPLICATION? - You should mail your application to the VA regional office located in your state. You can obtain the mailing address for VA regional offices by accessing the VA Internet web site at www.va.gov/directory. The address is also located in the government pages of your telephone book under "United States Government, Veterans."

If the veterans remains are unclaimed, VA will pay the person or entity that provided burial services for the remains of an unclaimed veteran.

[illegible]

VETERAN'S SSN - -

PART III - CLAIM FOR BURIAL ALLOWANCE	
13A. TYPE OF BURIAL ALLOWANCE REQUESTED <i>(Check one)</i> <div><input type="checkbox"/> NON-SERVICE-CONNECTED DEATH <input type="checkbox"/> SERVICE-CONNECTED DEATH <input type="checkbox"/> VA MEDICAL CENTER DEATH <i>(See instructions for definition.)</i> <i>(If VA Medical Center Death is checked, provide actual burial cost.)</i> \$</div>	13B. WHERE DID THE VETERAN'S DEATH OCCUR? <i>(Check one)</i> <div><input type="checkbox"/> VA MEDICAL CENTER <input type="checkbox"/> NURSING HOME UNDER VA CONTRACT <input type="checkbox"/> STATE VETERANS HOME <input type="checkbox"/> OTHER <i>(Specify)</i></div>
14. IF YOU ARE THE DECEASED VETERAN'S SPOUSE, DID YOU PREVIOUSLY RECEIVE A VA BURIAL ALLOWANCE? <div><input type="checkbox"/> YES <input type="checkbox"/> NO</div>	
15A. DID YOU INCUR EXPENSES FOR THE VETERAN'S BURIAL? <div><input type="checkbox"/> YES <input type="checkbox"/> NO</div>	
15B. ARE YOU SEEKING BURIAL BENEFITS FOR THE UNCLAIMED REMAINS OF A VETERAN? <div><input type="checkbox"/> YES <input type="checkbox"/> NO</div>	
PART IV - CLAIM FOR PLOT OR INTERMENT ALLOWANCE	
16. PLACE OF BURIAL OR LOCATION OF DECEASED VETERAN'S REMAINS <i>(Specify)</i>	
17A. DID YOU INCUR EXPENSES FOR THE VETERAN'S PLOT OR INTERMENT? <div><input type="checkbox"/> YES <input type="checkbox"/> NO</div>	17B. WAS VETERAN BURIED IN A NATIONAL CEMETERY, OR ONE OWNED BY THE FEDERAL GOVERNMENT? <div><input type="checkbox"/> YES <input type="checkbox"/> NO</div>
17C. WAS THE VETERAN BURIED IN A STATE VETERANS CEMETERY? <div><input type="checkbox"/> YES <input type="checkbox"/> NO</div>	
18A. DID A FEDERAL/STATE GOVERNMENT OR THE VETERAN'S EMPLOYER CONTRIBUTE TO THE BURIAL? <div><input type="checkbox"/> YES <input type="checkbox"/> NO <i>(If "Yes," complete Item 18B)</i></div>	18B. AMOUNT OF GOVERNMENT OR EMPLOYER CONTRIBUTION \$
PART V - CLAIM FOR TRANSPORTATION REIMBURSEMENT	
19. EXPENSES INCURRED FOR THE TRANSPORTATION OF THE VETERAN'S REMAINS FROM THE PLACE OF DEATH TO THE FINAL RESTING PLACE <i>(Attach itemized receipts)</i> \$	
PART VI - CERTIFICATION AND SIGNATURE	
I CERTIFY THAT the foregoing statements made in connection with this application on account of the named veteran are true and correct to the best of my knowledge and belief.	
20A. SIGNATURE OF CLAIMANT <i>(Sign in ink) (If signed using an "X", complete Items 22A thru 23B) (If signing for firm, corporation, or State agency, complete Items 20B thru 21)</i>	20B. OFFICIAL POSITION OF PERSON SIGNING ON BEHALF OF FIRM, CORPORATION OR STATE AGENCY <i>(Please sign in ink.)</i>
21. FULL NAME AND ADDRESS OF THE FIRM, CORPORATION, OR STATE AGENCY FILING AS CLAIMANT	
WITNESS TO SIGNATURE IF MADE BY "X"	
NOTE - If claimant signed above using an "X", signature must be witnessed by two persons to whom the person making the statement is personally known, and the signatures and addresses of such witnesses must be shown below.	
22A. SIGNATURE OF WITNESS <i>(Sign in ink.)</i>	22B. ADDRESS OF WITNESS
23A. SIGNATURE OF WITNESS <i>(Sign in ink.)</i>	23B. ADDRESS OF WITNESS
PENALTY - The law provides severe penalties which include fine or imprisonment, or both, for the willful submission of any statement or evidence of a material fact knowing it to be false.	
DEPARTMENT OF VETERANS AFFAIRS HEADSTONES AND MARKERS The Department of Veterans Affairs will furnish, upon request, a Government headstone or marker at the expense of the United States for the unmarked graves of certain individuals eligible for burial in a national cemetery, but not buried there. These individuals may include any veterans with an other than dishonorable discharge who dies after service or any servicemember who dies on active duty. Certain other individuals may also be eligible for the headstone or marker. Headstones or markers for all individuals in a national or post cemetery are furnished automatically without request from the family. For additional information on burial benefits go to the web site, www.cem.va.gov/bbene_burial.asp . To obtain VA Form 40-1330, Application for Standard Government Headstone or Marker go to www.va.gov/vaforms or contact your local VA regional office. The address of that office can be found at www.va.gov/directory .	

GENERAL INFORMATION SHEET

CLAIM FOR STANDARD GOVERNMENT HEADSTONE OR MARKER

RESPONDENT BURDEN - Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. VA cannot conduct or sponsor a collection of information unless it has a valid OMB number. Your obligation to respond is voluntary, however, your response is required to obtain benefits. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to the VA Clearance Officer (005R1B), 810 Vermont Avenue, NW, Washington, DC 20420. Please DO NOT send claims for benefits to this address.

PRIVACY ACT - VA considers the responses you submit confidential (38 U.S.C. 5701). VA may only disclose this information outside the VA if the disclosure is authorized under the Privacy Act, including the routine uses identified in the VA system of records, 48VA40B, published in the Federal Register. VA considers the requested information relevant and necessary to determine maximum benefits under the law.

BENEFIT PROVIDED

a. BURIAL HEADSTONE OR MARKER

Only for Veterans who died on or after November 1, 1990 - Furnished for the grave of any eligible deceased Veteran and provided for placement in private and local government cemeteries regardless of whether or not the grave is marked with a privately-purchased headstone or marker.

Only for Veterans who died before November 1, 1990 - Furnished for the **UNMARKED GRAVE** of any eligible deceased Veteran. The applicant must certify that a privately-purchased headstone or marker or Government-furnished headstone or marker is not present on the grave.

b. MEMORIAL HEADSTONE OR MARKER - Furnished to commemorate an eligible deceased Veteran whose remains have not been recovered or identified, were buried at sea, donated to science, or cremated and the remains scattered. VA will only furnish a memorial headstone or marker after the disposition of the Veteran's remains. A memorial headstone or marker **must be placed in an established cemetery**, and will not be used as a memento. For a memorial headstone or marker please check box in block 34 and explain the disposition of the remains in block 33.

c. MEDALLION - Eligible deceased Veterans may receive a Government-furnished headstone or marker, or a medallion, but not both. *If requesting a medallion, please use VA Form 40-1330M, Claim for Government Medallion for Placement in a Private Cemetery.*

d. PRESIDENTIAL MEMORIAL CERTIFICATE - A Presidential Memorial Certificate (PMC) is an engraved paper certificate, signed by the current president, to honor the memory of Veterans discharged under other than dishonorable conditions. If the Veteran is eligible for a headstone, marker, or medallion, one PMC will automatically be provided unless otherwise specified. Additional PMCs may be requested by indicating how many in block 22 of this form.

WHO IS ELIGIBLE - Any deceased Veteran who was discharged under conditions other than dishonorable or any Servicemember of the Armed Forces of the United States who dies on active duty may be eligible. Please attach a copy of the deceased Veteran's discharge certificate (DD Form 214 or equivalent) or a copy of other official document(s) establishing qualifying military service. If you are unable to locate copies of military records, apply anyway, as VA will attempt to obtain records necessary to make an eligibility determination. **Do not send original documents;** they will not be returned. **Service after September 7, 1980, must be for a minimum of 24 months continuous active duty or be completed under special circumstances, e.g., death on active duty.** Persons who have only limited active duty service for training while in the National Guard or Reserves are not eligible unless there are special circumstances, e.g., death while on active duty, or as a result of training. Reservists and National Guard members who, at time of death, were entitled to retired pay, or would have been entitled, but for being under the age of 60, are eligible; please submit a copy of the Reserve Retirement Eligibility Benefits Letter with the claim. Reservists called to active duty other than training and National Guard members who are Federalized and who serve for the period called are eligible. Service prior to World War I requires detailed documentation, e.g., muster rolls, extracts from State files, military or State organization where served, pension or land warrant, etc.

WHO CAN APPLY - Federal regulation defines “applicant” for a **Burial Headstone or Marker** that will mark the gravesite or burial site of an eligible deceased individual as:

- (i) A decedent's family member, which includes the decedent's spouse or individual who was in a legal union as defined in 38 CFR 3.1702(b)(1)(ii) with the decedent; a child, parent, or sibling of the decedent, whether biological, adopted, or step relation; and any lineal or collateral descendant of the decedent;
- (ii) A personal representative, defined as a family member or other individual who has identified himself or herself as the person responsible for making decisions concerning the interment of the remains of or memorialization of a deceased individual;
- (iii) A representative of a Congressionally-chartered Veterans Service Organization;
- (iv) An individual employed by the relevant state, tribal organization, or local government whose official responsibilities include serving veterans and families of veterans, such as a state or county veterans service officer;
- (v) Any individual who is responsible, under the laws of the relevant state or locality, for the disposition of the unclaimed remains of the decedent or for other matters relating to the interment or memorialization of the decedent; or
- (vi) Any individual, if the dates of service of the veteran to be memorialized, or on whose service the eligibility of another individual for memorialization is based, ended prior to April 6, 1917.

Federal regulation defines “applicant” for a **Memorial Headstone or Marker** to commemorate an eligible individual as a member of the decedent's family, which includes the decedent's spouse or individual who was in a legal union as defined in 38 CFR 3.1702(b)(1)(ii) with the decedent; a child, parent, or sibling of the decedent, whether biological, adopted, or step relation; and any lineal or collateral descendant of the decedent.

HOW TO SUBMIT A CLAIM

FAX VA Form 40-1330 claims and supporting documents to **1-800-455-7143**.

IMPORTANT: If faxing more than one claim - fax each claim package (claim plus supporting documents) individually, i.e., disconnect the call and redial for each submission.

SIGNATURES REQUIRED - The applicant signs in block 23; the person agreeing to accept delivery (consignee) in block 28, and the cemetery or other responsible official in block 30. If there is no official on duty at the cemetery, the signature of the person responsible for the property listed in block 27 is required. Entries of "None," "Not Applicable," or "NA" will not be accepted. State Veterans' Cemeteries are not required to complete blocks 25, 26, 27, 28 or 29.

ASSISTANCE NEEDED - Should you have questions when filling out this form, you may contact our Applicant Assistance Unit toll free at: 1-800-697-6947, or via e-mail at mps.headstones@va.gov. If additional assistance is needed to complete this claim, contact the nearest VA Regional Office, national cemetery, or a local veterans' organization. No fee should be paid in connection with the preparation of this claim. Use block 33 for any clarification or other information you wish to provide.

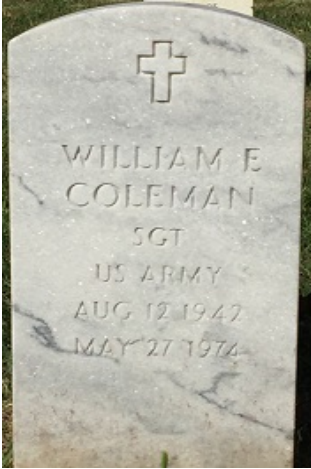
TRANSPORTATION AND DELIVERY OF MARKER - The headstone or marker is shipped without charge to the consignee designated in block 25 of the claim. The truck driver is required to bring the pallet or monument to the end of the trailer. The consignee must utilize their equipment to unload the pallet or monument from the truck. **Deliveries will not be made to a Post Office box.** You must provide the full delivery address and telephone number of the consignee. Please explain in block 33 if the consignee is not a business. For delivery to a Rural Route address, you must include a daytime telephone number including area code in block 26. If you fail to include the required address and telephone number, we will not deliver the marker. The Government is not responsible for costs to install or remove the headstone or marker in private cemeteries.

CAUTION - *To avoid delays in the production and delivery of the headstone or marker, please check carefully to be sure you have accurately furnished all required information before faxing or mailing the claim. If inaccurate information is furnished, it may result in an incorrectly inscribed headstone or marker. Headstones and markers furnished remain the property of the United States Government and may not be used for any purpose other than to be placed at an eligible individual's grave or in a memorial section within a cemetery.*

DETACH AND RETAIN THIS GENERAL INFORMATION SHEET FOR YOUR RECORDS.

ILLUSTRATIONS OF STANDARD GOVERNMENT HEADSTONES AND MARKERS

UPRIGHT HEADSTONE
WHITE MARBLE (U) OR
LIGHT GRAY GRANITE (V)



This headstone is 42 inches long, 13 inches wide and 4 inches thick. Weight is approximately 230 pounds. Variations may occur in stone color, and the marble may contain light to moderate veining.

BRONZE NICHE (Z)



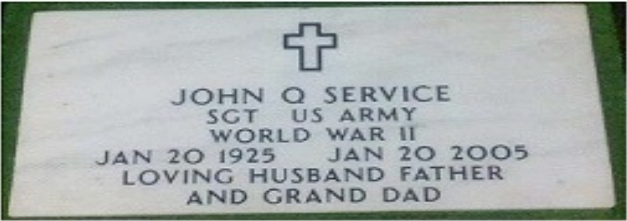
This niche marker is 8-1/2 inches long, 5-1/2 inches wide, with 7/16 inch rise. Weight is approximately 3 pounds; mounting bolts and washers are furnished with the marker. Used for columbarium or mausoleum interment. Also provided to supplement a privately-purchased headstone or marker for eligible Veterans who died on or after November 1, 1990 and are buried in a private cemetery.

FLAT MARKERS
BRONZE (B)



This grave marker is 24 inches long, 12 inches wide, with 3/4 inch rise. Weight is approximately 18 pounds. Anchor bolts, nuts and washers for fastening to a base are furnished with the marker. The base is not furnished by the Government.

LIGHT GRAY GRANITE (G) OR WHITE MARBLE (F)



This grave marker is 24 inches long, 12 inches wide, and 4 inches thick. Weight is approximately 130 pounds. Variations may occur in stone color; the marble may contain light to moderate veining.

SMALL FLAT GRANITE (L)



This grave marker is 18 inches long, 12 inches wide, and 3 inches thick. Weight is approximately 70 pounds. Variations may occur in stone color.

NOTE: Historic headstones (Prior to World War I) - In addition to the headstone and markers pictured, two special styles of upright headstones are available for those who served with Union Forces during the Civil War or for those who served in the Spanish-American War. Another style headstone is available for those who served with the Confederate States of America during the Civil War. Requests for these special styles should be made in block 33 of the claim. It is necessary to submit detailed documentation that supports eligibility. Inscriptions on these headstone types are intentionally limited to assure historic accuracy. For example, only rank above 'Private' was historically authorized; emblems of belief and the words 'Civil War' are not authorized.

INSCRIPTION INFORMATION

MANDATORY ITEMS - Information in English about the decedent (provided by an authorized applicant). Such items are: Legal Name, Branch of Service, Year of Birth, Year of Death, and for State Veterans and National Cemeteries only, the section and grave number. Branches of Service are: U.S. Army (USA), U.S. Navy (USN), U.S. Air Force (USAF), U.S. Marine Corps (USMC), U.S. Coast Guard (USCG), U.S. Army Air Forces (USAAF), and other parent organizations authorized for certain periods of time; and special units such as Women's Army Auxiliary Corps (WAAC), Women's Air Force Service Pilots (WASP), U.S. Public Health Service (USPHS), and National Oceanic & Atmospheric Administration (NOAA). Different examples of inscription formats are illustrated above. More than one branch of service is permitted, subject to space availability. The phrase "IN MEMORY OF" is a mandatory inscription on all memorial headstones and markers, as required under 38 CFR 38.630(c).

OPTIONAL ITEMS - Information in English about the decedent (provided by an authorized applicant). Optional items are in bold outlines, which includes month and day of birth in block 10A, month and day of death in block 10B, highest rank attained in block 12, awards in block 14, war service in block 16, and emblem of belief in block 17. War service includes active duty service during a recognized period of war and the individual does not have to serve in the actual place of war, e.g., Vietnam may be inscribed if the Veteran served during the Vietnam War period, even though the individual never served in the country. Supporting documentation must be included with the claim if you wish to include the highest rank and/or awards.

ADDITIONAL ITEMS - Information in English or non-English text about the decedent (provided by an authorized applicant), consisting only of characters of the Latin alphabet and/or numbers. Examples of additional items include appropriate terms of endearment, nicknames (in expressions such as "OUR BELOVED POPPY"), military or civilian credentials or accomplishments such as DOCTOR, REVEREND, etc., and special unit designations such as WOMEN'S ARMY CORPS, ARMY AIR CORPS, ARMY NURSE CORPS or SEABEES. All requests for additional inscription items must be stated in block 18, and are subject to VA approval. No graphics, emblems or pictures are permitted except authorized emblems of belief, the Medal of Honor, and the Southern Cross of Honor for Civil War Confederates.

INCOMPLETE OR INACCURATE INFORMATION ON THE CLAIM MAY RESULT IN ITS RETURN TO THE CLAIMANT, A DELAY IN RECEIPT OF THE HEADSTONE OR MARKER, OR AN INCORRECT INSCRIPTION.



Department of Veterans Affairs
National Cemetery Administration
Memorial Products Service

To: MEMORIAL PRODUCTS SERVICE (41B)

Fax Number: 1-800-455-7143

From:

Sender's Phone Number:


Fax Number:

Total No. of Pages (including cover sheet):

This optional fax cover sheet is provided for your convenience. This fax number is dedicated to the transmission of applications for headstones, markers, and medallions. If you prefer, you may mail your application and supporting documents to the address below:

Memorial Products Service (41B)
Department of Veterans Affairs
5109 Russell Road
Quantico, VA 22134-3903

- ☐ The 1-800-455-7143 fax line only accepts applications for Government Headstones, Markers, Medallions and Presidential Memorial Certificates. Applications for other Government Benefits will not be accepted.
- ☐ Include all supporting documents with this application (i.e., DD Form 214 or equivalent discharge document).
- ☐ **IMPORTANT:** If you are requesting a replacement headstone or marker due to an incorrect inscription, damage, or non-receipt, please explain in Block 33 Remarks.
- ☐ **To submit multiple application packages:** Fax one application package (application plus supporting documents) at a time. You must disconnect the call and redial between each application package. Faxing several applications without redialing between each one will delay the processing of your applications.

Department of Veterans Affairs

CLAIM FOR STANDARD GOVERNMENT HEADSTONE OR MARKER

IMPORTANT: Please read the General Information Sheet before completing this form. Type or print clearly all information except for signatures. Illegible printing could result in an incorrect headstone or marker or delivery. Failure to complete each block may result in delayed processing. *Blocks outlined in bold are optional inscription items. PLEASE INCLUDE MILITARY DISCHARGE DOCUMENTS.*

1. DID VA PREVIOUSLY DETERMINE ELIGIBILITY FOR BURIAL AT A VA NATIONAL CEMETERY?
☐ YES ☐ NO ☐ UNSURE

2. TYPE OF REQUEST
☐ INITIAL REQUEST *(First time)*
☐ REPLACEMENT *(Specify reason in Block 33, Remarks)*

4. GRAVE IS:
☐ CURRENTLY MARKED *(with privately purchased marker)*
☐ NOT MARKED

3. NAME OF DECEASED TO BE INSCRIBED ON HEADSTONE OR MARKER *(No Nicknames or titles permitted)*
FIRST *(Or Initial)*MIDDLE *(Or Initial)*LAST
SUFFIX *(Sr., Jr., II, III, etc.)*

5. RACE OR ETHNICITY *(You may select more than one. Information will be used for statistical purposes only.)*
☐ AMERICAN INDIAN OR ALASKA NATIVE ☐ NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER
☐ BLACK OR AFRICAN AMERICAN ☐ WHITE
☐ HISPANIC OR LATINO ☐ OTHER *(Specify)*

6. GENDER *(Information will be used for statistical purposes only.)*
☐ MALE
☐ FEMALE

7. AGE AT TIME OF DEATH

8. VETERAN'S SOCIAL SECURITY NO. AND/OR SERVICE NO. SSN: AND/OR SVC. NO.:

9. PLACE OF BIRTH *(City and State or Country)*

10A. DATE OF BIRTH
MONTHDAYYEAR

10B. DATE OF DEATH
MONTHDAYYEAR

PERIODS OF ACTIVE MILITARY DUTY *(For additional space use Block 33)*
11A. DATE(S) ENTERED
MONTHDAYYEAR
11B. DATE(S) SEPARATED
MONTHDAYYEAR

12. HIGHEST RANK ATTAINED *(No pay grades)*

13. BRANCH OF SERVICE *(Check applicable box(es) - must be consistent with rank in Box 12)*
ARMYNAVYCORPSGUARDFORCEFORCESMARINEOTHER *(Specify)*
☐☐☐☐☐☐☐☐

14. VALOR OR PURPLE HEART AWARD(S) *(Documentation must be provided)*
MEDAL OF HONORCROSSSTARCROSSPURPLE HEARTAIR OTHER MEDAL *(Specify)*
☐☐☐☐☐☐☐☐

15. TYPE OF HEADSTONE OR MARKER REQUESTED *(Check one)*
FLAT BRONZEFLAT GRANITEUPRIGHT MARBLEFLAT MARBLEBRONZE NICHEUPRIGHT GRANITESMALL FLAT GRANITE
☐ B☐ G☐ U☐ F☐ Z☐ V☐ L

16. WAR SERVICE *(Check applicable box(es))*
☐ WORLD WAR II☐ PERSIAN GULF
☐ KOREA☐ AFGHANISTAN
☐ VIETNAM☐ IRAQ
☐ OTHER *(Specify)*

17. EMBLEM OF BELIEF *(Optional)*
EMBLEM NUMBER *(Specify)* *(See page 5 for available emblems)*
☐
☐ NONE

18. ADDITIONAL INSCRIPTION/TERM OF ENDEARMENT *(Optional)* *(Space will vary according to type of marker)*

19a. NAME AND MAILING ADDRESS OF APPLICANT *(No., Street, City, State, and ZIP Code)*

19b. DAYTIME OR CELL PHONE NO. OF APPLICANT *(Include Area Code)*

19c. E-MAIL ADDRESS *(Optional)*

19d. FAX NO. *(Optional)*

20. ARE YOU:
☐ FAMILY MEMBER *(Specify relationship)*
☐ PERSONAL REPRESENTATIVE *(Person responsible for decisions concerning burial of decedent; include written authorization)*

☐ VETERANS SERVICE OFFICER
☐ FUNERAL HOME MANAGEMENT *(that received the unclaimed remains)*
☐ OTHER *(Specify)*

☐ CEMETERY MANAGEMENT *(where the unclaimed remains are buried)*

21. I WOULD LIKE A PRESIDENTIAL MEMORIAL CERTIFICATE
☐ YES☐ NO

22. IF "YES" HOW MANY?

CERTIFICATION: By signing below I certify the headstone or marker will be installed in the cemetery listed in block 27 at no expense to the Government and all information entered on this form is true and correct to the best of my knowledge. I also certify, to the best of my knowledge, that the decedent has never committed a serious crime, such as murder or other offense that could have resulted in imprisonment for life, has never been convicted of a serious crime, and has never been convicted of a sexual offense for which he or she was sentenced to a minimum of life imprisonment.

PENALTY: The law provides severe penalties, which include fine or imprisonment, or both, for the willful submission of any statement or evidence of a material fact, knowing it to be false or for the fraudulent acceptance of any benefit to which you are not entitled.

23. SIGNATURE OF APPLICANT

24. DATE *(MM/DD/YYYY)*

25. NAME AND DELIVERY ADDRESS OF BUSINESS (CONSIGNEE) THAT WILL ACCEPT PREPAID DELIVERY *(No., Street, City, State, and ZIP Code; P.O. BOX IS NOT ACCEPTABLE) MUST SIGN IN BLOCK 28*

26. DAYTIME OR CELL PHONE NO. OF CONSIGNEE *(Include Area Code)*

27. NAME AND ADDRESS OF CEMETERY OR FAMILY PLOT WHERE GRAVE IS LOCATED *(No., Street, City, State, and ZIP Code) MUST SIGN IN BLOCK 30*

CERTIFICATION: By signing below I agree to accept prepaid delivery of the headstone or marker.

28. PRINTED NAME AND SIGNATURE OF PERSON REPRESENTING BUSINESS (CONSIGNEE) NAMED IN BLOCK 25

29. DATE *(MM/DD/YYYY)*

CERTIFICATION: By signing below I certify the type of headstone or marker checked in block 15 is permitted in the cemetery named in block 27.

30. PRINTED NAME AND SIGNATURE OF CEMETERY OR OTHER RESPONSIBLE OFFICIAL

31. DAYTIME PHONE NO OF CEMETERY *(Include Area Code)*

32. DATE *(MM/DD/YYYY)*

33. REMARKS

34. CHECK BOX BELOW IF REMAINS ARE NOT BURIED AND EXPLAIN BELOW *(e.g., buried at sea, remains scattered, etc.)*
☐ REMAINS NOT BURIED

35. SECTION/GRAVE NO. *(State Cemetery Only)*

GENERAL INFORMATION SHEET

CLAIM FOR GOVERNMENT MEDALLION FOR PLACEMENT IN A PRIVATE CEMETERY

RESPONDENT BURDEN - Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. VA cannot conduct or sponsor a collection of information unless it has a valid OMB number. Your obligation to respond is voluntary, however, your response is required to obtain benefits. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to the VA Clearance Officer (005R1B), 810 Vermont Avenue, NW, Washington, DC 20420. Please DO NOT send applications for benefits to this address.

PRIVACY ACT - VA considers the responses you submit confidential (38 U.S.C. 5701). VA may only disclose this information outside the VA if the disclosure is authorized under the Privacy Act, including the routine uses identified in the VA system of records, 48VA40B, published in the Federal Register. VA considers the requested information relevant and necessary to determine maximum benefits under the law.

BENEFIT PROVIDED - MEDALLION (Only for eligible deceased Veterans who served in the Armed Forces on or after April 6, 1917, regardless of their date of death)

Furnished upon receipt of claim for affixing to an existing privately-purchased headstone or marker placed at the gravesite of an eligible deceased Veteran who is buried in a private or local Government cemetery. The medallion is made of bronze and available in three sizes: Large, Medium, Small. Each medallion is inscribed with the word VETERAN across the top and the Branch of Service at the bottom *(see Note in Block 11 of the claim for further information)*. An eligible deceased Veteran may receive a Government furnished headstone or marker, or a medallion, but not both. *If requesting a headstone or marker, please use the VA Form 40-1330, Claim for Standard Government Headstone or Marker.*

Shown below are the three medallions with the actual dimensions (+/- 1/32") for width and height.



Large Medallion
Dimensions: 6 3/8" W, 4 3/4" H, 1/2" D



Medium Medallion
Dimensions: 3 3/4" W, 2 7/8" H, 1/4" D



Small Medallion
Dimensions: 2" W, 1 1/2" H, 1/3" D

WHO IS ELIGIBLE - Any deceased Veteran discharged under honorable conditions, who served in the Armed Forces on or after April 6, 1917, and is buried in a private cemetery in a grave marked with a privately purchased headstone or marker. Any Servicemember of the Armed Forces of the United States who served on or after April 6, 1917, and died on active duty and is buried in a private cemetery in a grave marked with a privately purchased headstone or marker. Please attach a copy of the deceased Veteran's discharge certificate (DD Form 214 or equivalent) or a copy of other official document(s) establishing qualifying military service. If you are unable to locate copies of military records, apply anyway, as VA will attempt to obtain records necessary to make an eligibility determination. **Do not send original documents;** they will not be returned. **Service after September 7, 1980, must be for a minimum of 24 months continuous active duty or be completed under special circumstances, e.g., death on active duty.** Persons who have only limited active duty service for training while in the National Guard or Reserves are not eligible unless there are special circumstances, e.g., death while on active duty, or as a result of training. Reservists and National Guard members who, at time of death, were entitled to retired pay, or would have been entitled, but for being under the age of 60, are eligible; please submit a copy of the Reserve Retirement Eligibility Benefits Letter with the claim. Reservists called to active duty other than training and National Guard members who are Federalized and who serve for the period called are eligible.

WHO CAN APPLY - An "applicant" for a Medallion may be any of the following:

- (i) A decedent's family member, which includes the decedent's spouse or individual who was in a legal union as defined in 38 CFR 3.1702(b)(1)(ii) with the decedent; a child, parent, or sibling of the decedent, whether biological, adopted, or step relation; and any lineal or collateral descendant of the decedent;
- (ii) A personal representative, defined as a family member or other individual who has identified himself or herself as the person responsible for making decisions concerning the interment of the remains of or memorialization of a deceased individual;
- (iii) A representative of a Congressionally-chartered Veterans Service Organization;
- (iv) An individual employed by the relevant state, tribal organization, or local government whose official responsibilities include serving veterans and families of veterans, such as a state or county veterans service officer; or
- (v) Any individual who is responsible, under the laws of the relevant state or locality, for the disposition of the unclaimed remains of the decedent or for other matters relating to the interment or memorialization of the decedent.

PRESIDENTIAL MEMORIAL CERTIFICATE - A Presidential Memorial Certificate (PMC) is an engraved paper certificate, signed by the current sitting president, to honor the memory of Veterans discharged under other than dishonorable conditions. If the Veteran is eligible for a headstone, marker, or medallion, one PMC will automatically be provided unless otherwise specified. Additional PMCs may be requested by indicating how many in block 18 of this form.

HOW TO SUBMIT A CLAIM

FAX VA Form 40-1330M and supporting documents to: **1-800-455-7143.**

IMPORTANT: If faxing more than one claim - fax each claim package *(claim plus supporting documents)* individually *(disconnect the call and redial for each submission)*.

**MAIL claims to: Memorial Products Service (41B)
Department of Veterans Affairs
5109 Russell Road
Quantico, VA 22134-3903**

A VA medallion may be furnished only upon receipt of a fully completed and signed claim with required supporting documentation.


SIGNATURES REQUIRED - The claimant signs in block 19; the cemetery or other responsible official in block 24. If there is no official on duty at the cemetery, the signature of the person responsible for the property listed in block 23 is required. Entries of "None," "Not Applicable," or "NA" will not be accepted.

ASSISTANCE NEEDED - If assistance is needed to complete this claim, you may contact our Applicant Assistance Unit toll free at: 1-800-697-6947, or via e-mail at mps.headstones@va.gov. If additional assistance is needed to complete this claim, contact the nearest VA Regional Office, national cemetery, or a local Veterans' organization. No fee should be paid in connection with the preparation of this claim. For more information regarding medallion eligibility, affixing procedures, and sizes, visit our website at www.cem.va.gov.

DELIVERY - The medallion is shipped without charge to the name/address designated in Block 21 of the claim. The Government is not responsible for costs associated with affixing the medallion to the privately purchased headstone or marker. Appropriate affixing adhesives, hardware and instructions are provided with the medallion.

CAUTION - *To avoid delays in the production and delivery of the medallion, please check carefully to be sure you have accurately furnished all required information and documents before faxing or mailing the claim. The Government is not responsible for costs associated with affixing the medallion to the privately purchased headstone or marker. Medallions furnished remain the property of the United States Government and may not be used for any purpose other than to be affixed to the privately purchased headstone or marker of an eligible deceased Veteran buried in a private or local Government cemetery.*

DETACH AND RETAIN THIS GENERAL INFORMATION SHEET FOR YOUR RECORDS.



Department of Veterans Affairs

CLAIM FOR GOVERNMENT MEDALLION FOR
PLACEMENT IN A PRIVATE CEMETERY

IMPORTANT: Please read the General Information Sheet before completing this claim. Type or print clearly all information except for signatures. Illegible printing could result in incorrect delivery of the medallion. Failure to complete each block may result in delayed processing. PLEASE INCLUDE MILITARY DISCHARGE DOCUMENTS.

1. DID VA PREVIOUSLY DETERMINE ELIGIBILITY FOR BURIAL AT A VA NATIONAL CEMETERY?

☐ YES☐ NO☐ UNSURE

2. NAME OF DECEASED VETERAN

FIRST (Or Initial)

MIDDLE (Or Initial)

LAST

SUFFIX

3. THERE MUST BE A SET HEADSTONE, MAUSOLEUM, OR CRYPT IN PLACE TO AFFIX THE MEDALLION. IS THE GRAVE CURRENTLY MARKED?

☐ YES☐ NO

4. RACE OR ETHNICITY (You may select more than one. Information will be used for statistical purposes only.)

☐ AMERICAN INDIAN OR ALASKA NATIVE☐ NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER

☐ BLACK OR AFRICAN AMERICAN☐ WHITE

☐ HISPANIC OR LATINO☐ OTHER (Specify) _____

5. GENDER (Information will be used for statistical purposes only.)

☐ MALE☐ FEMALE

6. AGE AT TIME OF DEATH

VETERAN'S SERVICE AND IDENTIFYING INFORMATION (Use numbers only, e.g., 05-15-1941)

7. VETERAN'S SOCIAL SECURITY NO. OR SERVICE NO.

8. PLACE OF BIRTH (City and State or Country)

SSN:

SVC. NO.:

PERIODS OF ACTIVE MILITARY DUTY

9A. DATE OF BIRTH

9B. DATE OF DEATH

10A. DATE(S) ENTERED

10B. DATE(S) SEPARATED

11. BRANCH OF SERVICE (BOS) (Check applicable box(es)) NOTE: If one BOS is selected, it will be spelled out on the medallion, i.e. U.S. ARMY, U.S. AIR FORCE, etc. If more than one BOS is selected, they will be abbreviated on the medallion, i.e. USA, USAF, USN, USMC, USCG, etc.

☐ ARMY☐ MARINE CORPS☐ COAST GUARD☐ MERCHANT MARINE☐ NAVY☐ AIR FORCE☐ ARMY AIR FORCES (WW II)

☐ OTHER (USAAC, WAAC, etc.) (Specify) _____

12. MEDALLION SIZE REQUESTED (Check one) (Refer to general information sheet for exact sizes)

☐ LARGE (M5)☐ MEDIUM (M3)☐ SMALL (M1)

13. ARE YOU:

☐ FAMILY MEMBER (Specify relationship) _____☐ VETERANS SERVICE OFFICER☐ CEMETERY MANAGEMENT (where the unclaimed remains are buried)

☐ PERSONAL REPRESENTATIVE (Person responsible for decisions concerning burial of decedent; include written authorization)☐ FUNERAL HOME MANAGEMENT (that received the unclaimed remains)

14. NAME AND MAILING ADDRESS OF CLAIMANT (No., Street, City, State, and ZIP Code)

15. DAYTIME PHONE NO. OF CLAIMANT

16. E-MAIL ADDRESS (Optional)

17. I WOULD LIKE A PRESIDENTIAL MEMORIAL CERTIFICATE?

18. IF "YES" HOW MANY?

17. I WOULD LIKE A PRESIDENTIAL MEMORIAL CERTIFICATE?

☐ YES☐ NO

18. IF "YES" HOW MANY?

CERTIFICATION: By signing below I certify the medallion will be affixed to a privately purchased headstone or marker in the cemetery listed in Block 23 at no expense to the Government, and that I (or the party listed in Block 21) have agreed to accept delivery, and all information entered on this claim is true and correct to the best of my knowledge. I also certify, to the best of my knowledge, that the decedent has never committed a serious crime, such as murder or other offense that could have resulted in imprisonment for life, has never been convicted of a serious crime, and has never been convicted of a sexual offense for which he or she was sentenced to a minimum of life imprisonment.

PENALTY: The law provides severe penalties, which include fine or imprisonment, or both, for the willful submission of any statement or evidence of a material fact, knowing it to be false or for the fraudulent acceptance of any benefit to which you are not entitled.

19. SIGNATURE OF CLAIMANT

20. DATE (MM/DD/YYYY)

21. NAME AND DELIVERY ADDRESS FOR MEDALLION (No., Street, City, State, and ZIP Code); (If same as applicant, please enter SAME)

22. DAYTIME PHONE NO. (Include Area Code)

23. NAME AND ADDRESS OF CEMETERY WHERE PRIVATELY PURCHASED HEADSTONE IS IN PLACE OR A MAUSOLEUM, OR CRYPT TO AFFIX THE MEDALLION MARKER OF THE DECEASED VETERAN IS LOCATED (No., Street, City, State, and ZIP Code)

CERTIFICATION: By signing below I certify the size medallion indicated above is permitted in the cemetery.

24. SIGNATURE OF CEMETERY OFFICIAL

25. DATE (MM/DD/YYYY)

VA FORM
DEC 2017

40-1330M

ALL PREVIOUS VERSIONS OF THIS FORM ARE OBSOLETE

Instructions and Information Sheet for SF 180

Request Pertaining to Military Record

1. General Information. The Standard Form 180, Request Pertaining to Military Records (SF180) is used to request information from military records. Certain identifying information is necessary to determine the location of an individual's record of military service. Please try to answer each item on the SF 180. If you do not have and cannot obtain the information for an item, show "NA," meaning the information is "not available". Include as much of the requested information as you can. Incomplete information may delay response time. To determine where to mail this request see Page 2 of the SF180 for record locations and facility addresses.

Online requests may be submitted to the National Personnel Records Center (NPRC) by a veteran or deceased veteran’s next-of-kin using eVetRecs at <http://www.archives.gov/veterans/military-service-records/> .

2. Personnel Records/Military Human Resource Records/Official Military Personnel File (OMPF) and Medical Records/Service Treatment Records (STR). Personnel records of military members who were discharged, retired, or died in service **LESS THAN 62 YEARS AGO** and medical records are in the legal custody of the military service department and are administered in accordance with rules issued by the Department of Defense and the Department of Homeland Security (DHS, Coast Guard). STRs of persons on active duty are generally kept at the local servicing clinic. After the last day of active duty, STRs should be requested from the appropriate address on page 2 of the SF 180. (See item 3, Archival Records, if the military member was discharged, retired or died in service more than 62 years ago.)

- a. Release of information: Release of information is subject to restrictions imposed by the military services consistent with Department of Defense regulations, the provisions of the Freedom of Information Act (FOIA) and the Privacy Act of 1974. The service member (either past or present) or the member's legal guardian has access to almost any information contained in that member's own record. The authorization signature of the service member or the member's legal guardian is needed in Section III of the SF180. Others requesting information from military personnel records and/or STRs must have the release authorization in Section III of the SF 180 signed by the member or legal guardian. If the appropriate signature cannot be obtained, only limited types of information can be provided. If the former member is deceased, the surviving next-of-kin may, under certain circumstances, be entitled to greater access to a deceased veteran's records than a member of the general public. The next-of-kin may be any of the following: unremarried surviving spouse, father, mother, son, daughter, sister, or brother. Requesters **MUST provide proof of death, such as a copy of a death certificate, newspaper article (obituary) or death notice, coroner’s report of death, funeral director’s signed statement of death, or verdict of coroner’s jury.**
- b. Fees for records: There is no charge for most services provided to service members or next-of-kin of deceased veterans. A nominal fee is charged for certain types of service. In most instances, service fees cannot be determined in advance. If your request involves a service fee, you will receive an invoice with your records.

3. Archival Records. Personnel records of military members who were discharged, retired, or died in service **62 OR MORE YEARS AGO** have been transferred to the legal custody of NARA and are referred to as “archival records”.

- a. Release of Information: Archival records are open to the public. The Privacy Act of 1974 does not apply to archival records, therefore, written authorization from the veteran or next-of-kin is not required. In order to protect the privacy of the veteran, his/her family, and third parties named in the records, the personal privacy exemption of the Freedom of Information Act (5 U.S.C. 552 (b) (6)) may still apply and may preclude the release of some information.
- b. Fees for Archival Records: Access to archival records are granted by offering copies of the records for a fee (44 U.S.C. 2116 (c)). If a fee applies to the photocopies of documents in the requested record, you will receive an invoice. Photocopies will be sent after payment is made. For more information see <http://www.archives.gov/st-louis/archival-programs/military-personnel-archival/ompf-archival-requests.html>.

4. Where reply may be sent. The reply may be sent to the service member or any other address designated by the service member or other authorized requester. If the designated address is NOT registered to the addressee by the U.S. Postal Service (USPS), provide BOTH the addressee’s name AND “in care of” (c/o) the name of the person to whom the address is registered on the NAME line in Section III, item 3, on page 1 of the SF 180. The COMPLETE address must be provided, INCLUDING any apartment/suite/unit/lot/space/etc. number.

5. Definitions and abbreviations. DISCHARGED -- the individual has no current military status; SERVICE TREATMENT RECORD (STR) -- The chronology of medical, mental health, and dental care received by service members during the course of their military career (does not include records of treatment while hospitalized); TDRL – Temporary Disability Retired List.

6. Service completed before World War I. National Archives Trust Fund (NATF) forms must be used to request these records. Obtain the forms by e-mail from inquire@nara.gov or write to the Code 6 address on page 2 of the SF 180.

PRIVACY ACT OF 1974 COMPLIANCE INFORMATION

The following information is provided in accordance with 5 U.S.C. 552a(e)(3) and applies to this form. Authority for collection of the information is 44 U.S.C. 2907, 3101, and 3103, and Public Law 104-134 (April 26, 1996), as amended in title 31, section 7701. Disclosure of the information is voluntary. If the requested information is not provided, it may delay servicing your inquiry because the facility servicing the service member's record may not have all of the information needed to locate it. The purpose of the information on this form is to assist the facility servicing the records (see the address list) in locating the correct military service record(s) or information to answer your inquiry. This form is then retained as a record of disclosure. The form may also be disclosed to Department of Defense components, the Department of Veterans Affairs, the Department of Homeland Security (DHS, U.S. Coast Guard), or the National Archives and Records Administration when the original custodian of the military health and personnel records transfers all or part of those records to that agency. If the service member was a member of the National Guard, the form may also be disclosed to the Adjutant General of the appropriate state, District of Columbia, or Puerto Rico, where he or she served.

PAPERWORK REDUCTION ACT PUBLIC BURDEN STATEMENT

Public burden reporting for this collection of information is estimated to be five minutes per request, including time for reviewing instructions and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of the collection of information, including suggestions for reducing this burden, to National Archives and Records Administration (ISSD), 8601 Adelphi Road, College Park, MD 20740-6001. **DO NOT SEND COMPLETED FORMS TO THIS ADDRESS.** SEND COMPLETED FORMS TO THE APPROPRIATE ADDRESS LISTED ON PAGE 2 OF THE SF 180.

Facts about the fire at the National Personnel
Records Center’s Military Personnel Records Facility

1. RECORD BLOCKS AFFECTED BY THE FIRE. The July 12, 1973 fire at NPRC destroyed about 80% of the records for Army personnel discharged between November 1, 1912 and January 1, 1960 and about 75% of the records for Air Force personnel with surnames from Hubbard through “Z” discharged between September 25, 1947 and January 1, 1964.
2. A LISTING OF THE RECORDS LOST IN THE FIRE DOES NOT EXIST. When a record cannot be located in the NPRC's files at the present time, and it would have been in the area most affected by fire damage on July 12, 1973, Center employees often cannot determine for certain if it was burned because:
- 1) There were no indices to the blocks of records involved. The records were merely filed in Alphabetical order within each major block.
- | | |
|-------------------|--|
| World War I | November 1, 1912 to September 7, 1939 |
| World War II | September 8, 1939 to December 21, 1946 |
| Post World War II | (Army) January 1, 1947 to December 31, 1959
(Air Force) September 25, 1947 to December 31, 1963 |
- 2) Millions of records (especially medical records) had been withdrawn from all three Blocks and lent to the Department of Veterans Affairs prior to the fire.
3. ALTERNATE SOURCES OF MILITARY SERVICE DATA. In the event a veteran has no records in his/her possession, the essential military service data is usually available in alternate sources. The Department of Veterans Affairs, for example, maintains records on veterans whose military records were affected by the fire, if the veteran or his/her family filed a claim prior to July 1973. Other sources of service information include various kinds of “organizational” records such as morning reports, payrolls and military orders at this Center. There is also a great deal of information available in records of the State Adjutant General and other state “veterans service” offices. By using the alternate sources of information which are available at this Center and elsewhere, NPRC employees can often reconstruct the veteran’s beginning and ending dates of active service, the character of the service, rank while in service, times lost while on active duty and periods of hospitalization. For individuals with records still among Department of Defense holdings at NPRC, we can prepare and issue NA Form 13038, Certification of Military Service. That form is the equivalent of DD Form 214, Report of Separation from Active Duty and may be presented in conjunction with applications for veteran’s benefits.
4. DATA NECESSARY TO START THE RECONSTRUCTION PROCESS. Of course, the key to reconstructing military data successfully is to get enough specific information to search the available alternate sources. The information helpful to that process is:

- 1) Full name used during Service
- 2) Branch of Service
- 3) Approximate dates of service
- 4) Service number
- 5) Place of discharge
- 6) Last unit of assignment
- 7) Place of entry into service

NATIONAL PERSONNEL RECORDS CENTER
1 Archives Drive
St. Louis, MO 63138-1002
Customer Service: (314) 801-0800
FAX: (314) 801-9195

www.archives.gov/

General Questions: cpr.center@nara.gov

Standard Form 180 (Rev. 11/2015) (Page 1)
Prescribed by NARA (36 CFR 1233.18 (d))

Authorized for local reproduction
Previous edition unusable

01/31/2018
OMB No. 3095-0029 Expires 04/30/2021

REQUEST PERTAINING TO MILITARY RECORDS

Requests from veterans or deceased veteran’s next-of-kin may be submitted online by using eVetRecs at http://www.archives.gov/veterans/military-service-records/ To ensure the best possible service, please thoroughly review the accompanying instructions before filling out this form. PLEASE PRINT LEGIBLY OR TYPE BELOW.

SECTION I - INFORMATION NEEDED TO LOCATE RECORDS (Furnish as much information as possible.)

1. NAME USED DURING SERVICE (last, first, full middle)	2. SOCIAL SECURITY #	3. DATE OF BIRTH	4. PLACE OF BIRTH
--	----------------------	------------------	-------------------

5. SERVICE, PAST AND PRESENT (For an effective records search, it is important that ALL service be shown below.)

	BRANCH OF SERVICE	DATE ENTERED	DATE RELEASED	OFFICER	ENLISTED	SERVICE NUMBER (If unknown, write “unknown”)
a. ACTIVE	–			<input type="checkbox"/>	<input type="checkbox"/>	
b. RESERVE	–			<input type="checkbox"/>	<input type="checkbox"/>	
c. STATE NATIONAL GUARD	–			<input type="checkbox"/>	<input type="checkbox"/>	

6. IS THIS PERSON DECEASED? ☐ NO ☐ YES - **MUST** provide Date of Death if veteran is deceased: _____

7. DID THIS PERSON **RETIRE** FROM MILITARY SERVICE? ☐ NO ☐ YES

SECTION II – INFORMATION AND/OR DOCUMENTS REQUESTED

1. CHECK THE ITEM(S) YOU ARE REQUESTING:

☐ **DD Form 214 or equivalent.** Year(s) in which form(s) issued to veteran: _____
This form contains information normally needed to verify military service. A copy may be sent to the veteran, the deceased veteran’s next-of-kin, or other persons or organizations, if authorized in Section III, below. **An UNDELETED DD214 is ordinarily required to determine eligibility for benefits.** If you request a DELETED copy, the following items will be blacked out: authority for separation, reason for separation, reenlistment eligibility code, separation (SPD/SPN) code, and, for separations after June 30, 1979, character of separation and dates of time lost.
An UNDELETED copy will be sent UNLESS YOU SPECIFY A DELETED COPY by checking this box: ☐ I want a **DELETED** copy.

☐ **Medical Records** Includes Service Treatment Records, Health (outpatient) and Dental Records. **IF HOSPITALIZED (inpatient) the FACILITY NAME and DATE (month and year) for EACH admission MUST be provided:** _____

☐ **Other** (Specify): _____

2. **PURPOSE:** (Providing information about the purpose of the request is **strictly voluntary**; however, it may help to provide the best possible response and may result in a faster reply. Information provided will in no way be used to make a decision to deny the request.)

☐ Benefits (explain) ☐ Employment ☐ VA Loan Programs ☐ Medical ☐ Genealogy ☐ Correction ☐ Personal ☐ Other (explain)

Explain here: _____

SECTION III - RETURN ADDRESS AND SIGNATURE

1. **REQUESTER NAME:** _____

2. ☐ I am the MILITARY SERVICE MEMBER OR VETERAN identified in Section I, above.

☐ I am the DECEASED VETERAN’S NEXT-OF-KIN (**MUST submit Proof of Death. See item 2a on instruction sheet.**)

(Relationship to deceased veteran)

3. **SEND INFORMATION/DOCUMENTS TO:**
(Please print or type. See item 4 on accompanying instructions.)

Name

Street Apt.

City State Zip Code

* This form is available at <http://www.archives.gov/veterans/military-service-records/standard-form-180.html> on the National Archives and Records Administration (NARA) web site. *

☐ I am the VETERAN’S LEGAL GUARDIAN (**MUST submit copy of Court Appointment**) or AUTHORIZED REPRESENTATIVE (**MUST submit copy of Authorization Letter or Power of Attorney**)

☐ OTHER

(Specify type of other)

4. **AUTHORIZATION SIGNATURE: I declare (or certify, verify, or state) under penalty of perjury under the United States of America that the information in this Section III is true and correct and that I authorize the release of the requested information.** (See items 2a or 3a an accompanying instruction sheet. Without the Authorization Signature of the veteran, next-of-kin of deceased veteran, veteran’s legal guardian, authorized government agent, or other authorized representative, only limited information can be released unless the request is archival. No signature is required if the request if for archival records.)

Signature Required - Do not print	Date
-----------------------------------	------

Daytime phone	Fax Number
---------------	------------

Email address _____

Questions? Visit www.DignityMemorial.com/Veterans or call 1-866-508-5834

INSTRUCTIONS

A. How can I contact VA if I have questions?

If you have questions about this form, how to fill it out, or about benefits, contact your nearest VA regional office. You can locate the address of the nearest regional office in your telephone book blue pages under "United States Government, Veterans" or call 1-800-827-1000 (Hearing Impaired TDD relay line is 711). You may also contact VA by Internet at <https://iris.custhelp.com/>.

B. How do I apply for a burial flag?

Complete VA Form 27-2008, and submit it to a funeral director or a representative of the veteran or other organization having charge of the funeral arrangements or acting in the interest of the veteran. You may get a flag at any VA regional office or U.S. Post Office. When burial is in a national, State or military post cemetery, a burial flag will be provided.

C. Who is eligible for a burial flag?

Generally, veterans with an other than dishonorable discharge. **Note:** This includes veterans who served in the Philippine military forces while such forces were in the service of the U.S. armed forces under the President's Order of July 26, 1941 and died on or after April 25, 1951, and veterans who served in the Philippine military services are eligible for burial in a national cemetery.

Veterans who were entitled to retired pay for service in the reserves, or would have been entitled to such pay but not for being under 60 years of age.

Members or former members of the Selected Reserve (Army, Air Force, Coast Guard, Marine Corps, or Naval Reserve; Air National Guard; or Army National Guard) who served at least one enlistment or, in the case of an officer, the period of initial obligation, or were discharged for disability incurred or aggravated in line of duty, or died while a member of the Selected Reserve.

D. Who is not eligible for a burial flag?

Veterans who received a dishonorable discharge.

• Members of the Selected Reserve whose last discharge from service was under conditions less favorable than honorable.

• Peacetime veterans who were discharged before June 27, 1950 and did not serve at least one complete enlistment or incur or aggravate a disability in the line of duty.

• Veterans who were convicted of a Federal capital crime and sentenced to death or life imprisonment, or were convicted of a State capital crime and sentenced to death or life imprisonment without parole, or were found to have committed a Federal or State capital crime but were not convicted by reason of not being available for trial due to death or flight to avoid prosecution.

• Discharged or rejected draftees, or members of the National Guard, who reported to camp in answer to the President's call for World War I service but who, when medically examined, were not finally accepted for military service.

• Persons who were discharged from World War I service prior to November 12, 1918, on their own application or solicitation by reason of being an alien, or any veterans discharged for alienage during a period of hostilities.

VA FORM 27-2008, JUN 2018

D. Who is not eligible for a burial flag? (Continued)

• Persons who served with any of the forces allied with the United States in any war, even though United States citizens, if they did not serve with the United States armed forces.

• Persons inducted for training and service who, before entering such training and service were transferred to the Enlisted Reserve Corps and given a furlough.

• Former temporary members of the United States Coast Guard Reserve.

E. What documentation is required in order to receive a burial flag?

Provide a copy of the veteran's discharge documents that shows service dates and the character of service, such as DD Form 214, or verification of service from the veteran's service department or VA. Various information requested, is considered essential to the proper processing of the application. Ensure these areas are completed as fully as possible. **Note:** If the claimant is unable to provide documentary proof, a flag may be issued when a statement is made by a person of established character and reputation that he/she personally knows the deceased to have been a veteran who meets the eligibility criteria.

F. Who is eligible to receive a burial flag?


Only one flag may be issued for each deceased veteran. Generally, the flag is given to the next-of-kin as a keepsake after its use during the funeral service. The flag is given to the following person(s) in the order of precedence listed:

- surviving spouse
- children, according to age
- parents, including adoptive, stepparents, and foster parents
- brothers or sisters, including brothers or sisters of half blood
- uncles or aunts
- nephews or nieces
- others, such as cousins or grandparents

Note: When there is no next-of-kin, VA will furnish the flag to a friend making a request for it. If there is no living relative or one cannot be located, and no friend requests the flag, it must be returned to the nearest VA facility.

Note: The flag cannot be replaced if it is lost, destroyed, or stolen. Additionally, a flag may not be issued after burial unless it was impossible to obtain a flag in time to drape the casket or accompany the urn before burial. If the next-of-kin or friend is requesting the flag after the veteran's burial, he or she must personally sign the application and explain in Item 15 "Remarks" the reason that prevented timely application for a burial flag.

OMB NUMBER: 2900-0784
EXPIRATION DATE: November 30, 2018
RESPONDENT BURDEN: 20 minutes

 Department of Veterans Affairs		APPLICATION FOR PRE-NEED DETERMINATION OF ELIGIBILITY FOR BURIAL IN A VA NATIONAL CEMETERY		
NOTE: Please read information on reverse before completing this form. If additional space is required, attach a separate sheet of paper.		Submit Application and Supporting Documentation to VA by: Mail: to National Cemetery Scheduling Office, P.O. Box 510543, St. Louis, MO 63151; or Fax: to the National Cemetery Scheduling Office at (855) 840-8299		
IMPORTANT: Pre-Need means before death. Only complete this form if you are applying for a Pre-Need determination of eligibility for burial in a VA national cemetery. Time of Need means time of death. DO NOT complete this form if the individual is already deceased; instead, contact a local funeral home or the National Cemetery Scheduling Office at 1-800-535-1117 to expedite processing.				
REQUIRED ITEMS: YOU MUST COMPLETE THOSE ITEMS IDENTIFIED WITH AN ASTERISK ()				
SECTION I - VETERAN/SERVICEMEMBER (Claims for eligibility for burial are based upon the Veterans/Servicemember's military service)				
*1. VETERAN/SERVICEMEMBER NAME (Include Suffix) (Last, First, Middle Name or Initial)		*2. NAME USED DURING MILITARY SERVICE (Include Suffix) (If different than Item 1) (Last, First, Middle Name)		3. MAILING ADDRESS (Street, City, State, and Zip Code, P.O. Box, Rural Route, etc.)
*4. SOCIAL SECURITY NUMBER	5. MILITARY SERVICE NUMBER (If different from SSN)		6. VA CLAIM NUMBER (If known)	*7. GENDER <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE
8. DATE OF BIRTH (MM/DD/YYYY)	9. PLACE OF BIRTH (City, State or Territory)		*10. IS VETERAN/SERVICEMEMBER DECEASED? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> DON'T KNOW	11. DATE OF DEATH (If applicable) (MM/DD/YYYY)
*12. MARITAL STATUS <input type="checkbox"/> SINGLE <input type="checkbox"/> SEPARATED <input type="checkbox"/> MARRIED <input type="checkbox"/> DIVORCED <input type="checkbox"/> WIDOWED		*13. MILITARY STATUS USED TO APPLY FOR ELIGIBILITY DETERMINATION (Check all that apply) <input type="checkbox"/> A. VETERAN <input type="checkbox"/> B. RETIRED ACTIVE DUTY <input type="checkbox"/> C. DIED ON ACTIVE DUTY <input type="checkbox"/> D. RETIRED RESERVE <input type="checkbox"/> E. RETIRED NATIONAL GUARD <input type="checkbox"/> F. DEATH RELATED TO INACTIVE DUTY TRAINING <input type="checkbox"/> G. OTHER (See instructions)		
MILITARY SERVICE DATA				
*14. BRANCH OF SERVICE	15. DATE OF ENTRY	16. DATE OF DISCHARGE	17. DISCHARGE - CHARACTER OF SERVICE (See instructions)	18. HIGHEST RANK ATTAINED (No pay grades)
20. IS THERE ANYONE CURRENTLY BURIED IN A VA NATIONAL CEMETERY UNDER THIS VETERAN'S/SERVICEMEMBER'S ELIGIBILITY? <input type="checkbox"/> YES (Complete Item 21) <input type="checkbox"/> NO (Skip Item 21) <input type="checkbox"/> DON'T KNOW (Skip Item 21)			21. NAME OF DECEDENT(S) AND VA NATIONAL CEMETERY WHERE BURIED	
22. SUPPORTING DOCUMENTS ATTACHED <input type="checkbox"/> YES <input type="checkbox"/> NO (See instructions for information on recommended documentation.)				
SECTION II - CLAIMANT INFORMATION (Information about the individual for whom determination for eligibility for burial in a VA National Cemetery is requested)				
*23. CLAIMANT (See instructions) (**Each Claimant requires a separate VA Form 40-10007) <div>(Name) Last First Middle</div> WHO IS (check one): <input type="checkbox"/> A. THE VETERAN/SERVICEMEMBER NAMED IN ITEM 1 <input type="checkbox"/> B. THE SPOUSE/SURVIVING SPOUSE OF THE VETERAN/SERVICEMEMBER IN ITEM 1 <input type="checkbox"/> C. AN UNMARRIED ADULT CHILD OF THE VETERAN/SERVICEMEMBER IN ITEM 1 <input type="checkbox"/> D. OTHER (Please specify) <hr/>			*24. CLAIMANT'S MAILING ADDRESS (Street, City, State, and Zip Code, P.O. Box, Rural Route, etc.) (If different from item 3) 25. CLAIMANT'S TELEPHONE NUMBER (Include Area Code) *26. CLAIMANT'S SOCIAL SECURITY NUMBER (If different from item 4) *27. CLAIMANT'S DATE OF BIRTH (MM/DD/YYYY) (If different from item 8) *28. CLAIMANT'S MAIDEN NAME (If applicable)	
29. DESIRED VA NATIONAL CEMETERY (Optional - See instructions)			30. EMAIL ADDRESS (Optional - See instructions)	
SECTION III - CERTIFICATION AND SIGNATURE				
CERTIFICATION: By signing below, I certify that I am the Claimant identified in item 23, or an individual signing for the Claimant identified in Item 34. All of the information entered on this form about the Claimant is true and correct to the best of my knowledge. A fraudulent statement that leads to burial in a national cemetery or receiving other benefits from the VA could result in disinterment from that national cemetery and other penalties in accordance with the law. I acknowledge that otherwise eligible individuals may be barred from burial for committing certain serious crimes, as provided under 38 U.S.C. § 2411. VA will therefore validate a previous determination of eligibility at the time of need to check for those bars in addition to law changes or Claimant status changes that may affect eligibility of the Claimant.				
*31. YOUR SIGNATURE		*32. DATE	*33. YOUR RELATIONSHIP TO THE CLAIMANT IN ITEM 23 (Check one; See instructions) <input type="checkbox"/> A. SELF (Stop here. Leave Items 34-37 blank) <input type="checkbox"/> B. INDIVIDUAL SIGNING FOR THE CLAIMANT who is under 18 years of age, is mentally incompetent, or is physically unable to sign the pre-need application (Complete items 34 through 37)	
*34. NAME OF INDIVIDUAL FROM ITEM 33B COMPLETING FOR THE CLAIMANT (Last, First, Middle Name)		*35. MAILING ADDRESS OF INDIVIDUAL COMPLETING THIS FORM FOR THE CLAIMANT (Street, City, State, and Zip Code, P.O. Box, Rural Route, etc.)		
*36. TELEPHONE NUMBER (Include Area Code)		37. EMAIL ADDRESS (Optional)		

INSTRUCTIONS FOR COMPLETING VA FORM 40-10007 APPLICATION FOR PRE-NEED DETERMINATION OF ELIGIBILITY FOR BURIAL IN A VA NATIONAL CEMETERY	
For more complete information on eligibility requirements for burial in a VA national cemetery, visit the National Cemetery Administration online at http://www.cem.va.gov/cem/burial_benefits/eligible.asp or call the National Cemetery Scheduling Office at 1-800-535-1117. For the purposes of this form, the term burial includes inurnment (above ground remains placement in a columbarium) and scattering of ashes, (if the cemetery chosen offers those options). A Pre-Need determination of eligibility does not guarantee burial in a specific VA national cemetery. Burial in a specific VA national cemetery will be scheduled at the Time of Need. In order to assist in completing this form, specific instructions and explanations for certain items are given below.	
SECTION I: VETERAN/SERVICEMEMBER	
Eligibility for burial in a VA national cemetery is based on the qualifying service of a Veteran/Service member. This section of the form is used to determine if qualifying service exists. Not all items are mandatory, however, answers to questions will aid VA in searching for records in archives to support the claim.	
Item 13	Military status used to apply for eligibility determination: For VA benefit purposes, a Veteran is a person who served in the active military, naval, or air service, and who was discharged under conditions other than dishonorable. VA will determine on a case-by-case basis whether certain Reserve duty qualifies. If eligibility derives from a status not listed, or if the individual is not certain of the status, check “Other” and submit evidence of service and VA will provide appropriate assistance. Servicemembers who die on active duty are eligible for burial. If you are arranging burial for an active duty Servicemember or his or her dependents, you should contact a local funeral home or the National Cemetery Scheduling Office at 1-800-535-1117 to expedite processing.
Item 17	Discharge - Character of Service: Please indicate one type of “Discharge - Character of Service”: Honorable; General; Entry Level Separation/Uncharacterized; Other Than Honorable; Bad Conduct; or Dishonorable. If uncertain of the type of discharge or character of service, indicate “Other” and include available supporting documents.
Item 22	Supporting military service documents: VA recommends that you attach photocopies of readily available supporting documents so that we can make the determination quickly. Documents may include the most recent discharge document (DD Form 214) showing the highest rank and valor awards and decorations, active duty service records other than for training purposes, or active duty for a minimum of 24 continuous months for enlisted Servicemembers after September 7, 1980; for officers, after October 16, 1981, or the full period for which the person was called to active duty. If you are unable to locate copies of military records, apply anyway, as VA will attempt to obtain records necessary to make a determination.
SECTION II: CLAIMANT INFORMATION	
Item 23	Each Claimant requires a separate VA Form 40-10007.
	23b. Spouse means a person who is or was legally married to a Veteran. Surviving Spouse mean a person who was legally married to a Veteran at the time of the Veteran's death and includes a surviving spouse who had a subsequent remarriage. A non-Veteran spouse of a Veteran whose marriage to the Veteran was dissolved by divorce or annulment issued by an authoritative court is not eligible for burial in a VA national cemetery.
	23c. An unmarried adult child of the Veteran is an individual who became permanently physically or mentally disabled and incapable of self-support before reaching 21 years of age, <i>or</i> before reaching 23 years of age if pursuing a full-time course of instruction at an approved educational institution. If you are making a claim for an unmarried adult child, please provide supporting documentation such as recent medical documentation pertaining to the disability, date of onset of the disability, and the age of the child when diagnosed with this disability. VA recommends that you provide photocopies. <i>Note: Minor children of eligible Veterans are eligible for burial in a VA national cemetery. The minor child of an eligible Veteran is a child who is unmarried and who is under 21 years of age; or who is under 23 years of age and is pursuing a full-time course of instruction at an approved educational institution.</i>
	23d. Please explain your Claimant status or relationship to the Veteran/Service member.
Items 29 and 30	A list of VA national cemeteries is available online at http://www.cem.va.gov/cem/cems/allnational.asp A favorable Pre-Need determination of eligibility does not guarantee burial in a specific national cemetery. Burial in a specific VA national cemetery will be scheduled at the time of need. If you provide an email address, VA may use your email address to communicate with you about your claim and burial benefits.
SECTION III: CERTIFICATION AND SIGNATURE	
Items 31 and 32	The pre-need application must be signed (Item 31) and dated (Item 32) for VA to process.
Item 33	You must indicate your relationship to the claimant in Item 33.
	33a. Check (A) if you are the claimant
	33b. Check (B) and complete Items 34-37 if your are signing for a claimant who has not attained the age of 18 years, is mentally incompetent, or is physically unable to sign the pre-need application. You may be a court-appointed representative, a person who is responsible for the care of the individual (including a spouse or other relative), or an attorney in fact or agent authorized to act on behalf of the claimant under a durable power or attorney. If the claimant is in the care of an institution, a manager or principal officer of the institution may sign the form. Please attach supporting documents or an affidavit establishing your position relative to the claimant.
Privacy Act Information: VA considers the responses you submit confidential (38 U.S.C. 5701). VA may only disclose this information outside the VA if the disclosure is authorized under the Privacy Act, including the routine uses identified in the VA system of records, 175VA41A, published in the Federal Register. VA considers the requested information relevant and necessary to determine maximum benefits under the law.	
Respondent Burden: Public reporting burden for this collection of information is estimated to average 20 minutes per response, including the time to review instructions, search existing data sources, gather the necessary data, and complete and review the collection of information. The obligation to respond is voluntary and not required to obtain or retain benefits.	

Notes



This booklet and other resources have been developed by the Dignity Memorial® network of more than 2,000 funeral, cremation and cemetery service providers. As North America's most trusted resource for funeral and memorialization services, Dignity Memorial providers offer an unmatched combination of products and locations serving families with integrity, respect and service excellence.



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