

ARNG G1 Personnel Gateway – Process Package

<https://g1arng.army.pentagon.mil>

Veteran Affairs (VA) Burial Process: Notifying and assisting the next of kin (NOK) with the option to bury the Soldier at a VA National Cemetery

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Description

VA offers burial benefits to eligible Soldiers at no cost to the Family. Benefits include: a gravesite at any of their 131 National Cemeteries, opening and closing of the grave, perpetual care, a Government headstone, a flag, and a Presidential Memorial Certificate. Soldiers eligible to receive the VA burial benefit include: Soldiers who die while on active duty, active duty for training, or inactive duty training and Soldiers who were discharged from active duty under conditions other than dishonorable.

Regulations and Supporting Resources

[AR 600-8-1, Army Casualty Program](#)

[Army Casualty Notification and Assistance Guide](#)

Casualty and Mortuary Affairs Operations Center (CMAOC) – Casualty Assistance Officer (CAO) Training Guide

[U.S. Department of Veterans Affairs \(VA\) Website – Burial and Memorial Benefits](#)

Documents and Forms

DD Form 214, Certification of Release or Discharge From Active Duty

[VA Form 27-2008, Application for United States Flag for Burial Purpose](#)

[VA Form 40-0247, Presidential Memorial Certificate Request Form](#)

[VA Form 40-1330, Application for Standard Government Headstone or Marker for Installation in a Private Cemetery or a State Veterans' Cemetery](#)

Related Processes

[Casualty Assistance Process](#)

[Conduct Military Funeral Honors \(MFH\) Process](#)

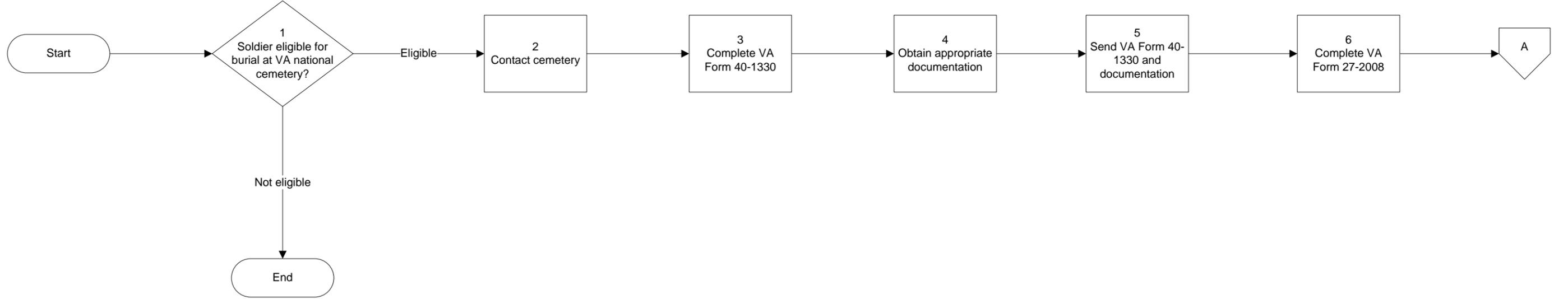
Points of Contact

Division: Soldier Family Support and Services Division (ARNG-HRF)

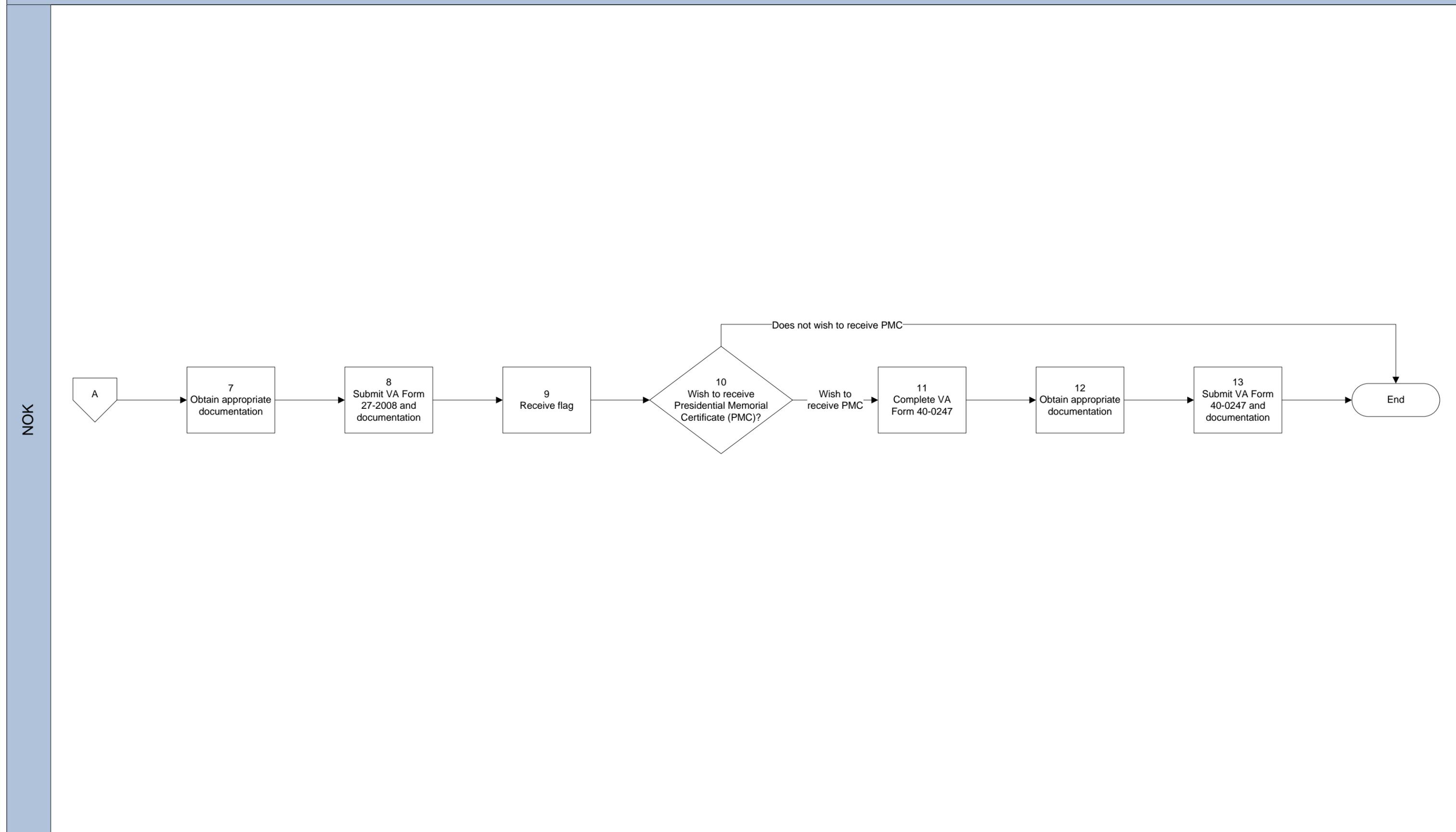
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Note: The numbers on this process map are for reference purposes only and do not denote the sequence of the process

NOK



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Veteran Affairs (VA) Burial Process: Notifying and assisting the next of kin (NOK) with the option to bury the Soldier at a VA National Cemetery

No.	Activity/Decision Point Name	Description	Regulations and Supporting Resources	Documents and Forms	Systems	Notes
1	Soldier eligible for burial at VA national cemetery?	Soldiers discharged from active duty under conditions other than dishonorable and Soldiers who die while on active duty, active duty for training, or inactive duty training as well as spouses and dependent children of Soldiers and active duty Soldiers, may be eligible for VA burial and memorial benefits.	U.S. Department of Veteran Affairs - Burial and Memorial Benefits Website			VA maintains 131 national cemeteries in 39 States (and Puerto Rico). A list can be found on the U.S. Department of Veteran Affairs - Burial and Memorial Benefits Website.
2	Contact cemetery	<p>NOK and funeral home contacts the national cemetery in which is burial is desired. If possible, the NOK should provide the cemetery the following information concerning the casualty:</p> <ul style="list-style-type: none"> - Full name - Branch of service - Military rank - Service number - VA claim number (if applicable) - Date and place of birth - Date and place of death - Date of retirement or last separation from active duty - Copy of any military separation document (i.e. DD Form 214 (Certificate of Release or Discharge From Active Duty)) 	U.S. Department of Veteran Affairs - Burial and Memorial Benefits Website	DD Form 214		If the Soldier was on active duty at the time of the death, the Casualty Assistance Officer (CAO) assists the NOK in this step.

No.	Activity/Decision Point Name	Description	Regulations and Supporting Resources	Documents and Forms	Systems	Notes
3	Complete VA Form 40-1330	NOK completes VA Form 40-1330 (Application for Standard Government Headstone or Marker for Installation in a Private Cemetery for a State Veterans' Cemetery). NOK can locate the form on the VA website.	U.S. Department of Veteran Affairs - Burial and Memorial Benefits Website	VA Form 40-1330		If the Soldier was on active duty at the time of the death, the CAO assists the NOK in this step.
4	Obtain appropriate documentation	NOK obtains a copy of the Soldier's military discharge documents that shows service dates and the character of service, such as DD Form 214 (Certificate of Release or Discharge From Active Duty).	U.S. Department of Veteran Affairs - Burial and Memorial Benefits Website	DD Form 214		If the Soldier was on active duty at the time of the death, the CAO assists the NOK in this step.
5	Send VA Form 40-1330 and documentation	NOK sends VA Form 40-1330 (Application for Standard Government Headstone or Marker for Installation in a Private Cemetery for a State Veterans' Cemetery) and a copy of the Soldier's military discharge papers to Memorial Programs Service via mail or fax.	U.S. Department of Veteran Affairs - Burial and Memorial Benefits Website	VA Form 40-1330		<p>The fax number is (800) 455-7143. The address is: Memorial Programs Service (41A1) Department of Veterans Affairs 5109 Russell Road Quantico, VA 22143-3903</p> <p>If the Soldier was on active duty at the time of the death, the CAO assists the NOK in this step.</p>

No.	Activity/Decision Point Name	Description	Regulations and Supporting Resources	Documents and Forms	Systems	Notes
6	Complete VA Form 27-2008	NOK completes VA Form 27-2008 (Application for United States Flag for Burial Purposes).	U.S. Department of Veteran Affairs - Burial and Memorial Benefits Website	VA Form 27-2008		If the Soldier was on active duty at the time of the death, the CAO assists the NOK in this step.
7	Obtain appropriate documentation	NOK obtains a copy of the Soldier's military discharge documents that shows service dates and the character of service, such as DD Form 214 (Certificate of Release or Discharge From Active Duty).	U.S. Department of Veteran Affairs - Burial and Memorial Benefits Website	DD Form 214		If the Soldier was on active duty at the time of the death, the CAO assists the NOK in this step.
8	Submit VA Form 27-2008 and documentation	NOK submits VA Form 27-2008 (Application for United States Flag for Burial Purposes) and a copy of the Soldier's military discharge papers to the funeral director or the lead of the funeral arrangements.	U.S. Department of Veteran Affairs - Burial and Memorial Benefits Website	VA Form 27-2008		If the Soldier was on active duty at the time of the death, the CAO assists the NOK in this step.
9	Receive flag	NOK receives the flag at a VA regional office or U.S. Post Office.	U.S. Department of Veteran Affairs - Burial and Memorial Benefits Website			
10	Wish to receive Presidential Memorial Certificate (PMC)?	A PMC is an engraved paper certificate, signed by the current President, to honor the memory of honorably discharged deceased Soldier.	U.S. Department of Veteran Affairs - Burial and Memorial Benefits Website			

No.	Activity/Decision Point Name	Description	Regulations and Supporting Resources	Documents and Forms	Systems	Notes
11	Complete VA Form 40-0247	If the NOK wishes to receive a PMC, they complete VA Form 40-0247 (Presidential Memorial Certificate Request Form).	U.S. Department of Veteran Affairs - Burial and Memorial Benefits Website	VA Form 40-0247		If the Soldier was on active duty at the time of the death, the CAO assists the NOK in this step.
12	Obtain appropriate documentation	NOK obtains a copy of the Soldier's military discharge documents that shows service dates and the character of service, such as DD Form 214 (Certificate of Release or Discharge From Active Duty).	U.S. Department of Veteran Affairs - Burial and Memorial Benefits Website	DD Form 214		If the Soldier was on active duty at the time of the death, the CAO assists the NOK in this step.
13	Submit VA Form 40-0247 and documentation	NOK sends VA Form 40-0247 (Presidential Memorial Certificate Request Form) and a copy of the Soldier's military discharge papers, such as DD Form 214 (Certificate of Release or Discharge From Active Duty), to Memorial Programs Service via mail or fax.	U.S. Department of Veteran Affairs - Burial and Memorial Benefits Website	DD Form 214 VA Form 40-0247		<p>The fax number is (800) 455-7143. The address is: Memorial Programs Service (41A1) Department of Veterans Affairs 5109 Russell Road Quantico, VA 22143-3903</p> <p>If the Soldier was on active duty at the time of the death, the CAO assists the NOK in this step.</p>