Requesting Military Honors in Indiana

A Veteran has passed away and the next of kin is busy making funeral arrangements and knows that Military Honors are what the Veteran wanted and deserves but does not know how to go about making arrangements for it to happen. Here are a few steps to take to ensure that the Veteran receives the Honors they deserve.

1. Families of an eligible veteran should request Military Honors via the Funeral Director at their Funeral Home of choice.
   a. The family will need to provide the DD-214 or other appropriate military separation documentation.
   b. If you are having trouble locating discharge documentation it is recommended that you contact the Veterans Administration (1-800-827-1000), the National Cemetery Scheduling office (1-800-535-1117), or Military Archives (see Fax form attached).
   c. It generally takes a Military Honors request at least 48 hours advanced notice to generate a team.

2. Funeral Director
   a. The Funeral Director arranging for Military Funeral Honors may use the below directory to locate the respective military point of contact.
   b. The Funeral Director will Fax the DD-214 and other appropriate documentation to Military point of contact listed below.
   c. If no DD-214 or appropriate documentation is available, the Funeral Director should Fax an URGENT REQUEST FOR DD-214 to appropriate point of contact.
      i. If you have difficulty reaching the appropriate point of contact, please use the toll-free number, 1-877-MIL-HONR (1-877-645-4667), for assistance.
      ii. For all states the number for the Public Health Service is (800) 638-8744.
      iii. For all states the number for the National Oceanic and Atmospheric Administration is (301) 713-3444

   Military Points of Contact (for Funeral Directors only) (ref: http://www.militaryfuneralhonors.osd.mil)

   Army (All Indiana Counties) Office 502.624.6051; Fax 502.624.4689

   Navy (All Indiana Counties) (see Navy Request Form) Office 877.478.3988 Fax: 847.688.2454
      Email: Mwfuneralhonors@navy.mil

   Marine Corps (All Indiana Counties) Office 866.826.3628 Fax 703.432.9248 (call 1st then Fax)

   Air Force (Counties: Benton, Boone, Clay, Clinton, Daviess, Dubois, Fountain, Gibson, Greene, Hamilton, Hancock, Hendricks, Henry, Jasper, Knox, La Porte, Lake, Lawrence, Madison, Marion, Martin, Monroe, Montgomery, Morgan, Newton, Orange, Owen, Parke, Perry, Pike, Porter, Posey, Putnam, Rush, Spencer, Sullivan, Tippecanoe, Tipton, Vanderburgh, Vermillion, Vigo, Warren, Warrick, and White) Office 618.256.4586

   Air Force (All other Indiana Counties) Office 937.257.8964

   Coast Guard (Counties: Allen, De Kalb, Elkhart, Fulton, Jasper, Kosciusko, La Porte, Lagrange, Lake, Marshall, Newton, Noble, Porter, Pulaski, Shelby, St. Joseph, Starke, Steuben, and Whitley) Office 216.902.6269

   Coast Guard (All other Indiana Counties) Office 314.269.2321

If Military Honors cannot be arranged via the respective branch of service, the below Veteran Service Organizations in Marion County offer assistance:

   Marion County Burial Team Office 317.908.5980 (The Joint Service Organization Burial Team – American Legion, VFW, DAV, Marine Corps League, AMVETS, etc.) Donations accepted.

   For additional assistance contact the Veteran Service Officer in your County.
   In Marion County contact Veteran Service Officer at 317-327-5563

Provided by Veteran Service Officer, Office of Mayor Greg Ballard, City of Indianapolis, Marion County
Urgent—Document Request for Burial / Military Honors

To: National Personnel Records Center

From: _____________________________________________________________________
Funeral Director
__________________________________________
Funeral Home

Funeral Home Mailing Address: ____________________________________________

Phone number: __________________________
Fax number: ____________________________

Please fax a copy of the DD-214 Notice of Separation for:
________________________________________________________________________

Complete Name of Deceased Veteran (print legibly)

This veteran has passed away and we urgently need the documentation for burial in our veterans’
section and/or to arrange for Military Honors.

Date/Time of Funeral: __________________________

Branch of Service: __________________________

(Note: MUST have Social Security and/or Service Numbers)

Social Security #: __________________________

Service #: __________________________

Birth Date: __________________________

Birth Place: __________________________

Next of Kin (relationship): __________________________ (required)

Next of Kin Signature: __________________________ (required)