



Deceased Veteran Checklist for FAMILY MEMBERS

_____ : **HONORS** - Advise Funeral Home (FH) if you desire Veteran Honors for the deceased. Discuss the options of a graveside only ceremony, or also visiting hours honors._

_____ : **DISCHARGE** - Provide FH a copy of deceased veteran's discharge document (usually a form DD-214) and the Veterans social security number. The funeral director should apply for the U.S flag to drape the casket.

_____ : **DEATH CERTIFICATE** - Request several copies of the death certificate, which is processed by the Funeral Home with State agencies.

_____ : **VA BENEFITS** - Contact the Ulster County Veterans Services Agency (UCVSA), which provides support to County veterans and their families in obtaining benefits from the U.S. Department of Veterans Affairs (VA) and the NYS Department of Veteran Affairs. If the veteran's DD-214 is not available, UCVSA can order one from the Federal Archives. Survivor benefits and/or burial stipend *may* be available, based on complex eligibility rules; UCVSA can assist with applying for these benefits.

_____ : **BURIAL** – Advise the FH if burial will be in a veteran cemetery. Ulster County, in partnership with the New Paltz Rural Cemetery (NPRC), operates a County Veterans Cemetery at 81 Plains Road in New Paltz. A veteran and Ulster County resident is eligible for a burial plot, interment and grave marker at no expense, upon request of next of kin. Local funeral directors are aware of the procedure to request a veteran plot at NPRC, or you may contact the UCVSA for information. You may also choose to inter the veteran in a National Cemetery, the closest of which is in Saratoga, NY. Notify the funeral director if this is your choice. Honor ceremonies at a National Cemetery are arranged by the cemetery staff with coordination by the funeral director.



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Ulster County Veteran Services Agency

5 Development Court Kingston, NY 12401

Phone: (845) 340-3190 Fax: (845) 340-3194

Office Hours: 9:00 AM to 5:00 PM Mon-Fri

_____: **VETERAN GRAVE MARKER** – VA provides veteran grave markers at no cost for eligible veterans. Advise the funeral director if you wish to order a veteran grave marker, and he will assist you with the options available, which can vary based on the cemetery being used.

_____: **PRESIDENTIAL MEMORIAL CERTIFICATE** – VA provides a presidential certificate to next of kin upon request. The funeral director or UCVSA can assist you with the application.

_____: **MILITARY RETIREES** - Report death to the Defense Finance and Accounting Service (DFAS) if the veteran was retired from the Military and receiving a military pension, at 1-800-321-1080. Also request that Survivor Benefit Plan (SBP) forms be sent to the surviving spouse to be completed and submitted to DFAS. Note: DFAS will remove the last month's retired pay to the deceased from his/her bank account normally within 48 hours of this notification. Expect eight to 12 weeks for these forms be processed and the surviving spouse to receive their first SBP allotment. The back SBP pay will be part of the first allotment. Insure surviving spouse has enough funds available to take care of required expenses during this processing time.

_____: **SOCIAL SECURITY** - Notify your Social Security office at 1-800-772-1213.

Note: Normally a telephone interview can be set up with a Social Security counselor to get information they need to process their paperwork. Social Security will request the ORIGINAL wedding license from the surviving spouse to be sent to them, NO copies. Social Security Office will send this back to the surviving spouse after their verification. The other option is to go to the local Social Security Office with the marriage license for their validation of marriage.



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When contacting Social Security the following documents may be required:

- a. DD-214 Form
- b. Record of marriage (as discussed above)
- c. Proof of age and birth of children
- d. Divorce papers (if applicable)
- e. Adoption papers for dependent children (if applicable)

_____ : **EMPLOYER** - Notify the deceased veterans current or recent employer, if any, so that pension, medical plan, company savings plan, and insurance can be dealt with properly.

_____ : **LIFE INSURANCE** - Notify deceased veteran's life insurance policy companies of death. Processing of death benefits cannot occur until death certificates have been issued.

_____ : **NOTICES** - Notify any local or other locations' newspapers of death so an obituary can be printed. Funeral home will many times assist in the drafting of an obituary, and submitting to the newspaper.

_____ : Notify any fraternal or professional organizations of the deceased veteran so they can publish this information in their periodical to their members.

Record this information if known:

VA Claim (File Number) _____

Nat'l Service (VA) Life Insurance Number _____

Social Security Number _____

Military Service Number _____

Branch of Military Service _____

Dates of Military Service _____