



Funeral Guide for Veterans

	<p>Is the member entitled to Death Gratuity?</p> <ul style="list-style-type: none"> • Please see entitlements under Attachment One • Please complete VA Form 21-530 at http://www.vba.va.gov/pubs/forms/VBA-21-530-ARE.pdf.
	<p>Has the Presidential letter been requested?</p> <ul style="list-style-type: none"> • Please see Attachment Two for more information and eligibility • Please complete VA Form 40-0247 at http://www.va.gov/vaforms/va/pdf/VA40-0247.pdf.
	<p>Has the memorial flag been requested?</p> <ul style="list-style-type: none"> • Please see Attachment Three for more information and eligibility • Please complete VA Form 27-2008 at http://www.vba.va.gov/pubs/forms/VBA-27-2008-ARE.pdf.
	<p>Has the tombstone or marker been requested?</p> <ul style="list-style-type: none"> • Please see Attachment Four for more information and eligibility • Please complete VA Form 40-1330 at http://www.va.gov/vaforms/va/pdf/VA40-1330.pdf.
	<p>Is the veteran pre-registered with the Kentucky cemetery? If not, do you need to apply?</p> <ul style="list-style-type: none"> • Please complete the following form at http://veterans.ky.gov/NR/rdonlyres/6D025AC3-4326-4C0B-865F-05B302274E65/0/PreApplicationforEligibility4Nov2010.pdf. <p>*If veteran or family member wishes eligible member to be buried in a national cemetery please contact 1-800-535-1117 for additional information or visit http://www.cem.va.gov/cem/bbene/. Be advised that pre-registration is not allowed in national cemeteries.</p>
	<p>Does the veteran family wish to have a motorcycle procession? (Weather Pending)</p> <ul style="list-style-type: none"> • Contact Independence Moon Riders at (859) 429-0750
	<p>Has Honor Guard request been initiated?</p> <ul style="list-style-type: none"> • Please see Attachment Five for more information • Also, if family request or Active Duty is not available please contact the Independence American Legion Moon Brothers Post at (859) 429-0750.

ATTACHMENT ONE

WHAT ARE VA BURIAL ALLOWANCES

VA burial allowances are partial reimbursements of an eligible Veteran's burial and funeral costs. When the cause of death is not service related, the reimbursements are generally described as two payments: (1) a burial and funeral expense allowance, and (2) a plot or interment allowance.

WHO IS ELIGIBLE

You may be eligible for a VA burial allowance if:

you paid for a Veteran's burial or funeral, **AND**

you have not been reimbursed by another government agency or some other source, such as the deceased Veteran's employer, **AND**

the Veteran was discharged under conditions other than dishonorable.

In addition, at least one of the following conditions must be met:

the Veteran died because of a service-related disability, **OR**

the Veteran was receiving VA pension or compensation at the time of death, **OR**

the Veteran was entitled to receive VA pension or compensation, but decided not to reduce his/her military retirement or disability pay, **OR**

the Veteran died while hospitalized by VA, or while receiving care under VA contract at a non-VA facility, **OR**

or the Veteran died while traveling under proper authorization and at VA expense to or from a specified place for the purpose of examination, treatment, or care, **OR**

the Veteran had an original or reopened claim pending at the time of death and has been found entitled to compensation or pension from a date prior to the date of death, **OR**

the Veteran died on or after October 9, 1996, while a patient at a VA-approved state nursing home.

ATTACHMENT TWO

Presidential Memorial Certificates

A Presidential Memorial Certificate (PMC) is an engraved paper certificate, signed by the current President, to honor the memory of honorably discharged deceased Veterans.

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.

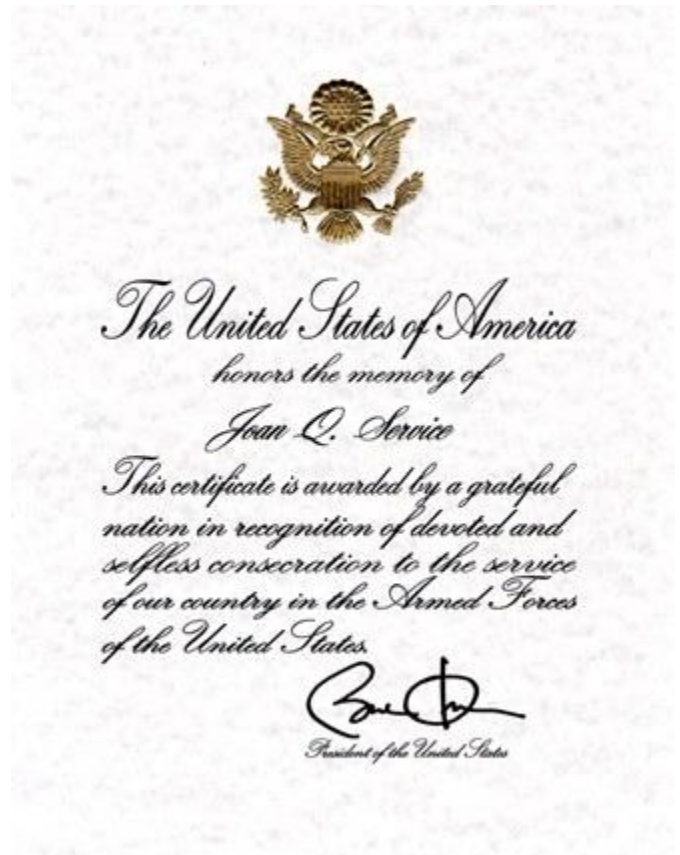
Sending Your PMC Request Using Our Toll Free FAX Line

INSTRUCTIONS FOR SENDING VA FORM 40-0247 Application for a Presidential Memorial Certificate

NOTE: This toll free fax service is available for PMC requests for all veterans that are buried in a Private Cemetery, State Veterans Cemetery, and in a VA national cemetery. Some State Veterans Cemeteries automatically order a PMC for a veteran burial so please check with the cemetery administrator before ordering.

PLEASE - WHEN USING THE TOLL FREE FAX DO NOT SEND A PAPER COPY OF THE APPLICATION THROUGH THE MAIL

To ensure your application is processed quickly and the certificate is delivered without errors, please follow all of the steps below:



1. Find a copy of the veteran's military discharge documents that shows Active Duty for other than training purposes.
2. Fill out the application as completely as possible to include your phone number.
3. Sign the application form before faxing. If the PMC is for the Next Of Kin (NOK), please have the NOK sign the form. VSO's, Funeral Homes and agents of the veteran's family may sign the form if delivery is to their address. Please make the family aware of the PMC request whenever possible prior to sending the request.

Military discharge documents are needed to establish eligibility. A cover sheet is not required if your fax consists of a fully completed and signed application form and discharge document. If you aren't sure if you are using the most current version of the application form, select the following link:

 [VA Form 40-0247, Application for a Presidential Memorial Certificate](#)

Put your application form and supporting documents in your fax machine in the following order:

- Top – Application form (VA Form 40-0247);
- 2nd – Discharge Document (s)

**FAX YOUR APPLICATION AND SUPPORTING DOCUMENT(S) TO:
Toll Free Fax Number: 1-800-455-7143**

Important Message for VSO's, Funeral Homes and Other Businesses: Send one application package (application plus supporting document(s)) at a time. For this fax system to work as intended you must disconnect the call (hang up) and re-dial between each new application package.

ATTACHMENT THREE

Burial Flags

Why Does VA Provide a Burial Flag?

A United States flag is provided, at no cost, to drape the casket or accompany the urn of a deceased Veteran who served honorably in the U. S. Armed Forces. It is furnished to honor the memory of a Veteran's military service to his or her country. VA will furnish a burial flag for memorialization for each other than dishonorable discharged

- Veteran who served during wartime
- Veteran who died on active duty after May 27, 1941
- Veteran who served after January 31, 1955
- peacetime Veteran who was discharged or released before June 27, 1950
- certain persons who served in the organized military forces of the Commonwealth of the Philippines while in service of the U.S. Armed Forces and who died on or after April 25, 1951
- certain former members of the Selected Reserves



Who Is Eligible to Receive the Burial Flag?

Generally, the flag is given to the next-of-kin, as a keepsake, after its use during the funeral service. When there is no next-of-kin, VA will furnish the flag to a friend making request for it. For those VA national cemeteries with an Avenue of Flags, families of Veterans buried in these national cemeteries may donate the burial flags of their loved ones to be flown on patriotic holidays.

How Can You Apply?

You may apply for the flag by completing [VA Form 27-2008, Application for United States Flag for Burial Purposes](#). You may get a flag at any VA regional office or U.S. Post Office. Generally, the funeral director will help you obtain the flag.

Can a Burial Flag Be Replaced?

The law allows us to issue one flag for a Veteran's funeral. We cannot replace it if it is lost, destroyed, or stolen. However, some Veterans' organizations or other community groups may be able to help you get another flag.

How Should the Burial Flag Be Displayed?

The proper way to display the flag depends upon whether the casket is open or closed. VA Form 27-2008 provides the correct method for displaying and folding the flag. The burial flag is not suitable for outside display because of its size and fabric. It is made of cotton and can easily be damaged by weather.

For More Information Call Toll-Free at 1-800-827-1000

Flag Presentation Protocol and Flag Folding



A United States flag drapes the casket of deceased veterans to honor the memory of their service to the country. The ceremonial folding and presentation of the flag is a moving tribute of lasting import to the veteran's family.

The flag is placed on a closed casket so the union blue field is at the head and over the left shoulder of the deceased.

After Taps is played, the flag is carefully folded into the symbolic tri-cornered shape.

It is then presented as a keepsake to the next of kin or an appropriate family member.

The Flag Presentation Protocol is as follows:

Stand facing the flag recipient and hold the folded flag waist high with the straight edge facing the recipient.

Lean toward the flag recipient and solemnly present the flag to the recipient.

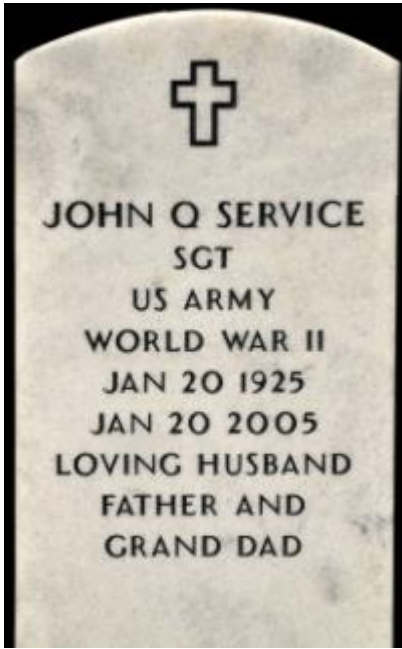
Effective April 17, 2012, the Department of Defense standardized the flag presentation verbiage for military funeral honors ceremonies. The following verbiage will be used when presenting the American flag during the funeral service:

'On behalf of the President of the United States, (the United States Army; the United States Marine Corps; the United States Navy; or the United States Air Force), and a grateful Nation, please accept this flag as a symbol of our appreciation for your loved one's honorable and faithful service.'

The United States Coast Guard is invited to use the same verbiage.

ATTACHMENT FOUR

Headstones Markers and Medallions



General Information

The Department of Veterans Affairs (VA) furnishes upon request, at no charge to the applicant, a Government headstone or marker for the unmarked grave of any deceased eligible Veteran in any cemetery around the world, regardless of their date of death.

For eligible veterans that died on or after Nov. 1, 1990 and whose grave is marked with a privately purchased headstone, VA may also furnish a headstone or marker to supplement the graves or a Medallion to be affixed to the privately purchased headstone.

Flat markers in granite, marble, and bronze and upright headstones in granite and marble are available. Bronze niche markers are also available to mark columbaria used for inurnment of cremated remains. The style chosen must be permitted by the officials in charge of the private cemetery where it will be placed.

Important Links

[Eligibility for a Headstone, Marker or Medallion](#)
[Ordering a Headstone, Marker or Medallion](#)
[Types of Headstones, Markers and Medallions Available](#)
[Replacement Headstones and Markers](#)
[Pre-World War I Era Headstones and Markers](#)
[Headstone and Marker Inscription Abbreviations](#)

When burial or memorialization is in a national cemetery, state veterans' cemetery, or military post/base cemetery, a headstone or marker will be ordered by the cemetery officials based on inscription information provided by the next of kin or authorized representative.

Spouses and dependents are not eligible for a Government-furnished headstone or marker unless they are buried in a national cemetery, state veteran's cemetery, or military post/base cemetery.

Note: There is no charge for the headstone or marker itself, however arrangements for placing it in a private cemetery are the applicant's responsibility and all setting fees are at private expense.

Setting Government Headstones and Markers

Cemetery staff in national, military post, and military base cemeteries are responsible for setting the headstone or marker at no cost to the applicant. Some state Veterans' cemeteries may charge the applicant a nominal fee for setting a Government-furnished headstone or marker.

Arrangements for setting a Government-furnished headstone or marker in a private cemetery are the applicant's responsibility and all placement costs are at private expense.

Cleaning and Caring for Government Headstones and Markers

The National Park Service's National Center for Preservation Technology and Training completed a study in 2011 to evaluate general cleaning needs of marble government-issued headstones. The findings are found in [Best Practice Recommendations for Cleaning Government-Issued Headstones](#).^{*} For more information, see: <http://ncptt.nps.gov/best-practice-recommendations-for-cleaning-government-issued-marble-headstones>.^{*}

Checking Status of a Headstone, Marker or Medallion Request

If more than 30 days have passed since your claim was submitted to the VA in Washington, D.C. by you, or someone assisting you, please call our Applicant Assistance Unit to verify we are in receipt of your claim.

If more than 60 days have passed since submitting your claim and the grave is still not marked, you should contact the cemetery, funeral home, or other party responsible for accepting delivery of the headstone, marker or medallion to see if they have received it. If they have not received it, you may call our Applicant Assistance Unit between the hours of 8:00 a.m. and 5:00 p.m. (ET), Monday through Friday, at **1-800-697-6947**.

You may also click on the "Contact Us" link to check the status of your order.

Please Note: The above telephone number is for questions related to headstones, markers and medallions only.

For assistance in obtaining veterans' records or for information on other VA benefits, please call your local Department of Veterans Affairs Regional Office at **1-800-827-1000** or click on "Contact Us" above.


Memorial Headstones and Markers

Memorial headstones and markers, for individuals or groups, are furnished for eligible deceased active duty service members and Veterans whose remains are not recovered or identified, are [buried at sea](#), donated to science or whose cremated remains have been scattered.

Memorial headstones and markers may also be furnished in national, military post/base or state Veterans cemeteries to eligible spouses whose remains are unavailable for interment, whether or not they predecease the eligible Veteran.

These headstones and markers bear an *"In Memory of"* inscription, as their first line and must be placed in a recognized cemetery.

Memorial headstones and markers for spouses and other dependents are not available for placement in private cemeteries.

 [VA Form 40-1330, Application for Standard Government Headstone or Marker](#), must be submitted to request a memorial marker.

ATTACHMENT FIVE

Burial Honors Contact List

***BE ADVISED this is for Funeral Home Directors Only**
Provided for informational purposes – to ensure you get what you earned!

Branch of Service	Phone Number	Kentucky Counties Covered
Army	(502) 624-6051	Anderson, Bath, Boone, Bourbon, Boyd, Boyle, Bracken, Breathitt, Breckinridge, Bullitt, Campbell, Carroll, Carter, Casey, Clark, Edmonson, Elliot, Estill, Fayette, Fleming, Franklin, Gallatin, Garrard, Grant, Grayson, Green, Greenup, Hancock, Hardin, Harrison, Hart, Henry, Jackson, Jefferson, Jessamine, Johnson, Kenton , Larue, Lawrence, Lee, Lewis, Lincoln, Madison, Magoffin, Marion, Mason, Meade, Menifee, Mercer, Montgomery, Morgan, Nelson, Nicholas, Oldham, Owen, Owsley, Pendleton, Powell, Rockcastle, Rowan, Robertson, Scott, Shelby, Spencer, Taylor, Trimble, Washington, Wolfe
Army	(270) 798-4729	Adair, Allen, Ballard, Barren, Bell, Butler, Caldwell, Calloway, Carlisle, Christian, Clay, Clinton, Crittenden, Cumberland, Daviess, Floyd, Fulton, Graves, Harlan, Henderson, Hickman, Hopkins, Knott, Knox, Laurel, Leslie, Letcher, Livingston, Logan, Lyon, Marshall, Martin, McCracken, McCreary, McLean, Metcalf, Monroe, Muhlenberg, Ohio, Perry, Pike, Pulaski, Russell, Simpson, Todd, Trigg, Union, Warren, Wayne, Webster, Whitley
Marines	(717) 770-4524	All Counties
Navy or Merchant Marines	(757) 322-2817	Lewis, Greenup, Carter, Boyd, Lawrence, Rowan, Morgan, Johnson, Martin, Floyd, Pike, Magoffin, Knott, Letcher, Harlan
Navy or Merchant Marines	(904) 542-1536	All Other Counties
Air Force	(618) 256-4586	Union, Crittenden, Livingston, Caldwell, Lyon, Trigg, Marshall, Calloway, Graves, McCracken, Ballard, Carlisle, Hickman, Fulton
Air Force	(937) 257-8964	All Other Counties
Coast Guard	(314) 539-3900	All Counties