

Instructions Request for Military Records

Use the attached form to request military records for a veteran when you are not a "surviving spouse that has not remarried, father, mother, son, daughter, sister, or brother."

Please complete the questionnaire as completely as possible. Any unknown information may make it impossible for the NPRC to locate the record. You may request data that is not considered to be private or personal in nature. If you want specific information be sure you enter that information in Block 13 or 14. The NPRC will generally provide the following information (if available):

- Name of the veteran
- Service number
- Rank
- Branch and dates of service
- Awards and decorations
- Place of entrance and separation
- If deceased, you may also receive:
 - Their place of birth
 - Date and place of death
 - Location of burial

Please be aware! The NPRC fire of 1973 destroyed 16-18 million records, including:

- Army Personnel - 80 percent of records for those discharged between 1 Nov 1912 and 1 Jan 1960.
- Air Force Personnel - 75 percent of records for those discharged between 25 Sep 1947 and 1 Jan 1964, with names alphabetically after "Hubbard, James E."

If the record you request falls within these categories, they may fall within the lucky 20-25 percent of the records saved, but we cannot guarantee what (if anything) may be available. You may want to consider a different research approach and request an estimate from us. Just fill out the Veteran Questionnaire and attach a note requesting an estimate. Be sure you let us know specifically what information you need.

Our fee for is \$49.95, which compensates us for our time and expenses. Payment must accompany each request and is not refundable. If you have any questions, please call us.

By signature below, I verify that I have read and understand the information above and authorize this research. Payment is enclosed.

Signature _____ Date _____

Name _____ Phone _____

Mailing Address _____

Email _____

Veteran Questionnaire

Instructions: If you have not already submitted a similar form online, please complete this questionnaire and return with your signed authorization and payment. Answer each question as completely as possible; an incomplete or incorrect response may make it difficult or impossible to locate the records. Questions 1 – 10 are required. The remaining may help the NPRC staff understand and fulfill your request:

1. Full Name of Veteran:	
2. Name under which they served: (if different)	
3. Veteran's Date of Birth:	
4. Veteran's Place of Birth:	
5a. Veteran's Service Number: (prior to 1969)	
5b. Veteran's Social Security Number:	
6. Branch of Service (check one*): <input type="checkbox"/> Army <input type="checkbox"/> Army Air Corps <input type="checkbox"/> Army Air Force <input type="checkbox"/> Air Force <input type="checkbox"/> Marine Corps <input type="checkbox"/> Navy <input type="checkbox"/> Coast Guard <input type="checkbox"/> Philippine Commonwealth Army <input type="checkbox"/> Philippine Guerillas <input type="checkbox"/> Philippine Scouts	
7. Rank (check one): <input type="checkbox"/> Officer <input type="checkbox"/> Enlisted	
8. Service Component (check one): <input type="checkbox"/> Active <input type="checkbox"/> Reserve <input type="checkbox"/> National Guard	
9. Dates of Service: (requires at least an approximate month and year of discharge) Date Service began: _____ Date of Discharge: _____	
10. Purpose of request: (i.e., veterans benefits, VA loan, retirement, genealogy, history, etc.)	
10. Date and place of entry into service:	
11. Date and place of discharge:	
12. Last Unit of assignment:	
13. Any other specific information, documents or records you require from the Official Military Personnel File (OMPF) besides your Report of Separation (DD Form 214)	
14. Othe Information and remarks:	

*Note: If the veteran served in more than one branch of service, a separate request must be submitted for each branch. Please enclose a check or money order for \$49.95 before mailing

Mailing address where records are to be sent:	Mail Completed Agreement and Questionnaire to:
<hr/> <hr/> <hr/>	Family Research Group Attn: Military Records PO Box 140506 Boise ID 83714-0506