



# MILITARY FUNERAL HONORS REQUEST

This form is intended to be used only to request military funeral honors for an eligible veteran. Honors request information can be called in, faxed, or e-mailed to the address listed above. It is not mandatory, but helpful if you would please attach or forward an eligibility document or a DD Form 214 for the veteran.

## *Kansas Army National Guard Military Funeral Honors*

Phone: 785.646.0590

Fax: 785.646.0595

Contact: **SFC Nick Churchill**  
Office: 785.646.0591 / Cell: 785.230.6200  
[Nicholas.G.Churchill.mil@mail.mil](mailto:Nicholas.G.Churchill.mil@mail.mil)

**April Hazen**, State Coordinator  
Office: 785.646.0592 / Cell: 785.207.8534  
[April.R.Hazen.ctr@mail.mil](mailto:April.R.Hazen.ctr@mail.mil)

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### **PART ONE: Information – Deceased Veteran**

Name of Deceased Veteran: \_\_\_\_\_ SSN: \_\_\_\_\_

Date Honors Desired: \_\_\_\_\_

Branch of Service:     U.S. Army                       Army Air Force/Corps            (NO OTHER BRANCHES)

Retired from Military Service?    Yes    No                                      Rank: \_\_\_\_\_

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### **PART TWO: Funeral Home Information**

Name of Funeral Home: \_\_\_\_\_

Point of Contact: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email address: \_\_\_\_\_

Fax #: \_\_\_\_\_ Cell #: \_\_\_\_\_

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### **PART THREE: Type of Honors Requested by the Family**

(Funeral directors should inform the family of the following: There is no cost associated with providing honors; the family can select the type of honors to be provided; the family can select if they would like honors performed by the military, Veteran Service Organization, or both; due to a shortage of buglers Taps is normally played by an electronic method.)

Type of service to be provided:     Casket    Cremation                      Will the flag be?    Pre-folded    Draped

VSO to participate? (Per family or funeral director request)    Yes    No

Post #: \_\_\_\_\_ Point of Contact: \_\_\_\_\_

Phone #: \_\_\_\_\_ Have they been contacted?    Yes    No

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### **PART FOUR: Funeral Honors Location**

Service Date: \_\_\_\_\_ Service Time: \_\_\_\_\_ Graveside Time (est.): \_\_\_\_\_

Location of honors: \_\_\_\_\_

Address: \_\_\_\_\_

City/County: \_\_\_\_\_

Person to receive flag: \_\_\_\_\_

Relationship to Veteran: \_\_\_\_\_

Directions to ceremony location: \_\_\_\_\_

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**The funeral director should call in or fax this information as soon as possible to the address listed above. If you do not hear from us within 24 hours, or in a case of a short notification, confirm the coordination with us.**

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\*\*\* Service consists of 2 man flag fold, Taps and presentation of flag. \*\*\*

\*\* Retired service members receive a firing party with a 3 round volley and pallbearers if requested. \*\*