



YOUR FAMILY GUIDE TO
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HONORS

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PROVIDED BY YOUR **MCCS TRICOMMAND RETIRED ACTIVITIES OFFICE**
843-228-6222

MILITARY FUNERAL HONORS



"Honoring Those Who Served"

The Department of Defense (DOD) is responsible for providing military funeral honors. "Honoring Those Who Served" is the title of the DOD program for providing dignified military funeral honors to veterans who have defended our nation. DOD calls for funeral directors to request military funeral honors on behalf of veterans' families. Veterans' organizations may assist in the provision of military funeral honors. In support of this program, VA national cemetery staff may assist to coordinate military funeral honors.

Upon the family's request, Public Law 106-65 requires that every eligible veteran receive a military funeral honors ceremony, to include folding and presenting the United States burial flag and the playing of Taps. The law defines a military funeral honors detail as consisting of two or more uniformed military persons, with at least one being a member of the veteran's parent service of the armed forces. The DOD program calls for funeral home directors to request military funeral honors on behalf of the veterans' family. However, the Department of Veterans Affairs (VA) National Cemetery Administration cemetery staff can also assist with arranging military funeral honors at VA national cemeteries. Veterans organizations may assist in providing military funeral honors. When military funeral honors at a national cemetery are desired, they are arranged prior to the committal service by the funeral home.

The Department of Defense began the implementation plan for providing military funeral honors for eligible veterans as enacted in Section 578 of Public Law 106-65 of the National Defense Authorization Act on 1 Jan 2000.

Questions or comments concerning the DOD military funeral honors program may be sent to the address listed below. The military funeral honors Web site is located at www.militaryfuneralhonors.osd.mil.

Department of Defense
Directorate for Public Inquiry and Analysis
Room 3A750, The Pentagon
Washington, DC 20301-1400

To arrange military funeral honors, contact your local funeral home.

BURIAL ARRANGEMENTS



Burial Arrangements

No special forms are required when requesting burial in a VA national cemetery. The person making burial arrangements should have their funeral home contact the national cemetery in which burial is desired at the time of need. Scheduling can be done seven days a week for interments on Mondays through Fridays (no weekend interments).

If possible, the following information concerning the deceased should be provided when the cemetery is first contacted:

- Full name and military rank;
- Branch of service;
- Social security number;
- Service number;
- VA claim number, if applicable;
- Date and place of birth;
- Date and place of death;
- Date of retirement or last separation from active duty;
- Copy of any military separation documents, such as the Department of Defense Form 214 (DD-214).

The discharge documents must specify active military duty and show that release from active duty was under other than dishonorable conditions.

Viewing facilities are not available and funeral services cannot be held at VA national cemeteries, but a final committal service may be performed. For safety reasons, these committal services are held in committal shelters located away from the gravesite. Burial will take place following the committal service.

Floral arrangements may accompany the casket or urn from the committal shelter and will be placed on the grave after burial.

A headstone or marker will be ordered by cemetery personnel upon inscription approval by the next of kin and a burial flag will be provided.

Upright headstones are standard in most national cemeteries, however, some have both upright headstone and flat marker sections. Be sure to discuss these options with the cemetery director prior to burial.

The same procedures are followed if the veteran's eligible spouse or dependent predeceases the veteran. In most cases, one gravesite is provided for the burial of all eligible family members and a single headstone or marker is provided. When both spouses are veterans, two gravesites and two headstones or markers may be provided if requested.

Please note: Requests for burial in a Department of Veterans Affairs (VA) national cemetery cannot be made via the Internet.



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.

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.

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.

Eligible recipients include the deceased veteran's next of kin and loved ones. More than one certificate may be provided.

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 only. Requests cannot be sent via email. There is no form to use when requesting a PMC. Please be sure to enclose a COPY of the veteran's discharge and death certificate (we cannot return original documents).

To request a Presidential Memorial Certificate, or if you requested one more than eight weeks ago and have not received it yet, you may do one of the following:

1. Fax your request and all supporting documents (copy of discharge and death certificate) to 202-565-8054, or
2. Mail request and all supporting documents to:
Presidential Memorial Certificates (41A1C)
Department of Veterans Affairs
5109 Russell Road
Quantico, VA 22134-3903

Questions about the Presidential Memorial Certificate Program only: If you have any questions about a certificate you have received, a request you have already sent in, or about the program in general, call 202-565-4964.

Attention, Veteran Service Officers and Funeral Homes: Please contact us at 202-565-4259 or 202-501-2004 for information about submitting requests electronically. We do not administer other VA programs or have access to other VA records. For assistance with other VA benefits or records, please call your regional office at 800-827-1000.



Q. Who is entitled to military funeral honors?

A. Those Marines, active duty, reserve, retired or former military members whose last period of service was honorable.

Q. What paperwork is required as proof of service?

A. A form of documentation which proves that the individual did serve in their last capacity with the military service in an honorable status. This can be found on separation paperwork or the DD-Form 214.

Q. How do I obtain a copy of the DD-Form 214 for my deceased family member?

A. Contact the National Personal Record Center (NPRC). Call 314-538-3155 or write: NPRC, 9700 Page Blvd, St Louis MO 63132

Q. May I arrange for a flyover of military planes in honor of my deceased family member?

A. Military flyover for Marines is reserved solely for the funeral ceremony of a deceased active duty pilot who died in an aviation-related incident.

Q. Who can request military funeral honors for a deceased veteran?

A. Requests for these honors must come from next of kin or from the funeral director on behalf of next of kin.

Q. Can military funeral honors be performed by Marines if the deceased did not serve with the Marine Corps?

A. Yes, but only if the parent service in which the deceased member served cannot perform the funeral. The Commanding General of MCRD Parris Island will authorize military honors for all deceased members of the Naval service (active duty, retired, and honorably discharged veterans) who are buried in the Beaufort National Cemetery or within a 50-mile radius of Beaufort. Call 228-2592.

Q. What type of honors can I receive for my deceased family member?

A. You will receive three members to perform the service, and at a minimum a flag folding ceremony, flag presentation, and the playing of Taps. Where available, a firing detail and pall bearers may be assigned.

Q. What is a Presidential Memorial Certificate? Who is eligible to receive this certificate? How does the family obtain this certificate?

A. The Presidential Memorial Certificate is a parchment certificate with calligraphic inscription of the veteran's name, expressing the nation's grateful recognition of an honorably discharged deceased veteran's service in the Armed Forces. The certificate bears the signature of the President. Next of kin, other relatives and friends may request a certificate in person at any VA regional office or my mail. For more information, visit www.cem.va.gov/pmc.htm

Q. How do I request a grave headstone or marker?

A. Your funeral director will assist you. You can also write to: Memorial Programs Service 941A1 Department of Veterans Affairs 5109 Russell Road, Quantico, VA 22134-3903 Or visit www.cem.va.gov/hm.htm for more information.

SOUTH CAROLINA HONOR GUARD CONTACT NUMBERS

To arrange an Honor Guard, please locate your county in the chart below, and call the appropriate contact number.

ARMY	COUNTIES: Abbeville, Aiken, Allendale, Anderson, Barnwell, Edgefield, Greenville, Greenwood, Hampton, Laurens, McCormick, Oconee, Pickens, Saluda, Spartanburg Call 706-791-7002	COUNTIES: Beaufort, Jasper Call 800-557-7408	COUNTIES: Bamberg, Berkeley, Calhoun, Charleston, Cherokee, Chester, Chesterfield, Clarendon, Colleton, Darlington, Dillon, Dorchester, Fairfield, Florence, Georgetown, Horry, Kershaw, Lancaster, Lee, Lexington, Marion, Marlboro, Newberry, Orangeburg, Richland, Sumter, Union, Williamsburg, York Call 803-751-4519
	ALL COUNTIES: Call 904-542-9807		
NAVY			
	COUNTIES: Abbeville, Aiken, Allendale, Anderson, Bamberg, Barnwell, Calhoun, Cherokee, Chester, Chesterfield, Clarendon, Darlington, Edgefield, Fairfield, Greenville, Greenwood, Kershaw, Lancaster, Laurens, Lee, Lexington, McCormick, Newberry, Oconee, Orangeburg, Pickens, Richland, Saluda, Spartanburg, Sumter, Union, York Call 803-895-9317	COUNTIES: Beaufort, Berkeley, Charleston, Colleton, Dillon, Dorchester, Florence, Georgetown, Hampton, Horry, Jasper, Marion, Marlboro, Williamsburg Call 843-963-3398	
AIR FORCE			
MARINE CORPS	ALL COUNTIES: Call 866-826-3628		
COAST GUARD	ALL COUNTIES: Call 305-535-4584		

TRI-COMMAND



R.A.O. BEAUFORT, SC
 RETIRED ACTIVITIES OFFICE

