

**DOCUMENTATION REQUIRED - READ CAREFULLY**

*Please submit photocopies of documents because they will not be returned unless a certified copy is specified.*

**A. Documentation of Service and Separation under Honorable Conditions**

Submit any of the documents listed below as documentation, provided they are dated on or after the day of separation from active duty military service:

1. Honorable or general discharge certificate.
2. Certificate of transfer to Navy Fleet Reserve, Marine Corps Fleet Reserve, or enlisted Reserve Corps.
3. Orders of transfer to retired list.
4. Report of separation from a branch of the Armed Forces.
5. Certificate of service or release from active duty, provided honorable separation is shown.
6. Official statement from a branch of the Armed Forces showing that honorable separation took place.
7. Notation by the Department of Veterans Affairs or a branch of the Armed Forces on an official statement, described in B or C below, that the veteran was honorably separated from military service.
8. Official statement from the Military personnel records center that official service records show that honorable separation took place.

**B. Documentation of Service-Connected Disability (Non-Compensable, i.e., Less than 10%); Purple Heart; and Nonservice-Connected Disability Pension.**

Submit one of the documents :

1. An official statement, dated 1991 or later, from the Department of Veterans Affairs or from a branch of the Armed Forces, certifying to the present existence of the veteran's service-connected disability of less than 10%.
2. An official citation, document, or discharge certificate, issued by a branch of the Armed Forces, showing the award to the veteran of the Purple Heart for wound or injuries received in action.
3. An official statement, dated 1991 or later, from the Department of Veterans Affairs, certifying that the veteran is receiving a nonservice-connected disability pension.

**C. Documentation of Service-Connected Disability (Compensable, i.e., 10% or More).**

If you checked Item 11 on the front of this form, submit one of the following documents:

1. An official statement, dated 1991 or later, from the Department of Veterans Affairs, or from a branch of the Armed Forces, certifying to the veteran's present receipt of compensation for service-connected disability or disability retired pay.
2. An official statement, dated 1991 or later, from the Department of Veterans Affairs, or from a branch of the Armed Forces, certifying that the veteran has a service-connected disability of 10% or more.

3. An official statement or retirement orders from a branch of the Armed Forces, showing that the retired serviceman was retired because of permanent service-connected disability or was transferred to the permanent disability retirement list. The statement or retirement orders must indicate that the disability is 10% or more.

For spouses and mothers of disabled veterans, who checked item 12 or 14, submit the following:

An official statement, dated 1991 or later, from the Department of Veterans Affairs, or from a branch of the Armed Forces, certifying:

- 1) the present existence of the veterans service-connected disability,
- 2) the percentage and nature of the service-connected disability or disabilities (including the combined percentage),
- 3) a notation as to whether or not the service-connected disability is rated as permanent and total.

**Please Note:** When a veteran dies on active duty, the family does not receive a DD Form 214; the family receives a DD Form 1300, Report of Casualty, on which there is no place to record the character of service. Thus, when a veteran dies on active duty, his or her service should be presumed to be under honorable conditions unless the military service specifically indicates otherwise.

**D. Documentation of Veteran's Death**

1. If on active military duty at time of death, submit official notice, from a branch of the Armed Forces, of death occurring under honorable conditions.
2. If death occurred while not on active military duty, submit certified copy of death certificate.

**E. Documentation of Service or Death During a War, in a Campaign or Expedition for which a Campaign Badge is Authorized, or During the Period Authorized, or During the Period of April 28, 1952 through July 1, 1955.**

Submit documentation of service or death during a war or during the period April 28, 1952, through July 1, 1955, or during a campaign or expedition for which a campaign badge is authorized.

**F. Documentation of Deceased or Disabled Veteran's Mother's Claim for Preference because of Her Husband's Total and Permanent Disability.**

Submit a statement from husband's physician showing the prognosis of his disease and percentage of his disability.

**G. Documentation of Annulment of Remarriage by Widow or Widower of Veteran.**

Submit either:

1. Certification from the Department of Veterans Affairs that entitlement to pension or compensation was restored due to annulment.
2. A certified copy of the court decree of annulment.

**H. Documentation of Veteran's Inability to Work Because of a Service-Connected Disability.**

Answer questions 1-7 below:

<p>1. Is the veteran currently working? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, go to item 3.</p>	<p>2. If currently working, what is the veteran's present occupation?</p>			
<p>3. What was the veteran's occupation, if any, before military service?</p>	<p>4. What was the veteran's military occupation at the time of separation?</p>			
<p>5. Has the veteran been employed, or is he/she now employed, by the Federal civil service or D.C. Government?</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;"></td> <td style="width: 15%; text-align: center;"><input type="checkbox"/> Yes</td> <td style="width: 15%; text-align: center;"><input type="checkbox"/> No</td> </tr> </table>			<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
<p>A. Title and Grade of position most recently, or currently, held</p>	<p>B. Name and address of agency</p>	<p>C. Dates of employment</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">From</td> <td style="width: 50%; border-bottom: 1px solid black;">To</td> </tr> </table>	From	To
From	To			
<p>6. Has the veteran resigned from, been disqualified for, or separated from a position in the Federal civil service or D.C. Government along the lines of his/her usual occupation because of service-connected disability? If Yes, submit documentation of the resignation, disqualification, or separation.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;"></td> <td style="width: 15%; text-align: center;"><input type="checkbox"/> Yes</td> <td style="width: 15%; text-align: center;"><input type="checkbox"/> No</td> </tr> </table>			<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
<p>7. Is the veteran receiving a civil service retirement pension? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, give the Civil Service or Federal employee retirement annuity number _____</p>				

