



For Official use only:

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 Date: \_\_\_\_\_

**MILITARY SERVICE INQUIRY**

**INFORMATION NECESSARY TO REQUEST RECORDS**

**Name used in Service:** \_\_\_\_\_  
First Middle Last

**Date of Birth:** \_\_\_\_\_ **Social Security Number:** \_\_\_\_\_

	Branch of Service	Date Entered	Date Released	
<b>Active Component*</b>				* Please visit Archives.gov for Active Duty and Reserve records
				**Accurate year of discharge is required to locate all records
<b>PA National Guard**</b>				

**DOCUMENTS REQUESTED**

**Check the items you would like a copy of:**

- DD 214
  DD 215
  NGB 22
  NGB 23
  Official Military Personnel File (NG Only)
  State War Bonus Records
- Other (Please Specify): \_\_\_\_\_

**Purpose of Request:** \_\_\_\_\_

**RETURN ADDRESS AND SIGNATURE**

**Requester is:**

- Military Service Member/Veteran identified above
  Other (Please Specify): \_\_\_\_\_
- Next of Kin of deceased Veteran (Must provide proof of death): \_\_\_\_\_  
Relation

**Send Information/Documents to:**

_____	_____	_____	_____	_____	_____
<small>Name</small>	<small>Street</small>	<small>Apt.</small>	<small>City</small>	<small>State</small>	<small>Zip Code</small>
_____	_____	_____			_____
<small>Phone Number</small>	<small>Email</small>	<small>Fax Number</small>			

**Authorization Signature Required:**

I declare that the statements and information contained in this application (both written and printed) are true and correct. I hereby authorize the release or disclosure of records or information pertaining to the request above.

\_\_\_\_\_  
Signature

\* The Office for Veterans Affairs does not retain Official Military Personnel Records for Active or Reserve Components. We may have a discharge if you were released after 1994. All Active Duty and Reserve records are maintained by the National Personnel Records Center. Please submit your request through [www.archives.gov](http://www.archives.gov).

† If you are still serving in the Reserve Component and need proof of qualifying years of service, contact your Human Resource/Personnel Command.  
 †† This form is intended for inquiries pertaining to claims. All other requests should be sent through Retirements Services by mail to MP-PA-RS (Retirement Services) Fort Indiantown Gap, Annville, PA 17003-5002 or by fax 717-861-9643.