



JOINT BASE SAN ANTONIO MILITARY HONORS REQUEST

Phone: (210) 671-2562 Fax: (210) 671-3665 Email: [JBSA.HG@us.af.mil](mailto:JBSA.HG@us.af.mil)

If service is within 24hrs, call **After Hours line at (210) 671-4225** for immediate assistance.



FUNERAL HOME (FH)/REQUESTER INFORMATION:

REQUESTED BY: \_\_\_\_\_ (DIRECTOR/REQUESTER) EMAIL: \_\_\_\_\_

FH NAME: \_\_\_\_\_ PHONE# \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_

DECEASED INFORMATION:

MILITARY STATUS: RETIRED (20+ yrs) VETERAN (<19 yrs) ACTIVE DUTY

NAME: \_\_\_\_\_ SSAN: \_\_\_\_\_ GRADE: \_\_\_\_\_  
Last First MI

REMAINS: CASKETED URN OTHER

NEXT OF KIN INFORMATION:

NAME: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_

PHONE#: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_

MILITARY HONORS LOCATION INFORMATION:

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ CATHOLIC SERVICE: YES NO

LOCATION: \_\_\_\_\_ FUNERAL HOME CHURCH GRAVESIDE OTHER

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ST: TX ZIP: \_\_\_\_\_

BURIAL COUNTY: \_\_\_\_\_ MOCK-UP: VAULT-LID STANDARD MAUSOLEUM OTHER

IS THERE A CHANGING AREA AVAILABLE: YES NO

\*\*\*\*\*IMPORTANT NOTICE\*\*\*\*\*

- A copy of DD Form 214 or other proof of military service must accompany this request.
- Both honors consist of a 2-person flag fold, the playing of Taps using a ceremonial bugle and flag presentation to the Next of Kin regardless of veteran status, rank, years of service.
- Honor Guard team will arrive no later than 45 minutes prior to scheduled interment time and will remain in place no later than 30 minutes after scheduled interment time.
- Due to the volume of requests honors will always be performed **FIRST**; prior to any other interment service component. Please call for any deviations.

I HAVE BEEN BRIEFED ON WHAT TYPE OF MILITARY HONORS MY LOVED ONE IS ELIGIBLE TO RECEIVE. I UNDERSTAND THE ELIGIBILITY CRITERIA AND RENDER THE FOLLOWING DECISION:

\_\_\_\_\_ I concur with the eligibility criteria that my loved one is authorized and desire to have the above honors so rendered.

\_\_\_\_\_ I know my loved one is eligible for the above military honors however, I request only the following honors to be rendered \_\_\_\_\_. This is according to my wishes.

PNOK SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_