

**JOINT BASE SAN ANTONIO MILITARY HONOR GUARD REQUEST**

Phone: (210) 671-2562

Email: [JBSA.AF.HG@us.af.mil](mailto:JBSA.AF.HG@us.af.mil)

If service is within 24 hours, call the After Hours line at (210) 260-9529 for immediate assistance.

**FUNERAL HOME (FH)/REQUESTER INFORMATION:**

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

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

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

**DECEASED INFORMATION:**

MILITARY STATUS:  RETIRED (20> years)  VETERAN (<19 years)  ACTIVE DUTY

NAME: \_\_\_\_\_ SSN#: \_\_\_\_\_ RANK/GRADE: \_\_\_\_\_  
Last First MI

REMAINS:  CASKETED REMAINS  CREMATED REMAINS  NO REMAINS

**Please attach DD Form 214 and/or proof of military service to verify eligibility for honors.**

**NEXT OF KIN INFORMATION:**

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

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

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

**MILITARY HONORS LOCATION INFORMATION:**

DATE: \_\_\_\_\_ TIME OF MILITARY HONORS: \_\_\_\_\_

LOCATION NAME: \_\_\_\_\_  CHURCH  GRAVESIDE  CHAPEL/FH

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

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

CHANGING AREA AVAILABLE:  YES  NO CATHOLIC SERVICE:  YES  NO

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

- I acknowledge by signing that the member has **NOT** committed a Federal or State capital crime or any crime that would bring discredit upon the United States Air Force.
- According to **Title 10 Section 1491**: 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.
- Joint Base San Antonio Honor Guard members 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 high volume of requests honors will always be performed **FIRST**. 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 ACKNOWLEDGE THE INFORMATION ABOVE.

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