

Steps to Take When a Retired Marine Dies

- Contact funeral home and make burial and funeral arrangements
 - Call to start claim process for applicable benefits (e.g., SBP, VA, etc.)
 - Obtain multiple certified death certificates (6-12 copies)
 - Gather important documents for claims processing (e.g., birth certificate, will, etc.)
 - Determine immediate and short-term financial needs and income sources
 - Arrange for help with legal affairs of the deceased
 - Notify joint account agencies (credit cards, banks, auto registration home/auto insurance, brokers, etc.)
 - Review survivor's own legal documents for possible revision or amendment (e.g., will, POA, medical direction, etc.)
- REPORT the death to DFAS at 1-800-321-1080 or (216) 522-5955 (press 3)** to stop retirement pay to avoid indebtedness. If the retired Marine was receiving pay from another source due to a disability from the Veterans Administration or civil service retirement from the Office of Personnel Management, contact that agency to return the payment. If you fail to do this, you will have to repay it later.
- Note:** When you notify DFAS of the Marine's death, DFAS will forward the death listing to Headquarters, U.S. Marine Corps (MMSR-6) for inclusion in an upcoming issue of the *Semper Fidelis*.
- REPORT Survivor Benefit Plan election.** Designated annuitants will receive notification from DFAS if the deceased retired Marine elected SBP. If you are uncertain of whether an election was made, call DFAS at 1-800-321-1080.
- UPDATE your military identification card.** As the survivor of a deceased Marine, your ID card must be updated to reflect the change in your status due to the Marine's death. You may access your nearest ID site at www.dmdc.osd.mil/rsl or call HQMC (MMSR-6) at 1-800-336-4649 or (703) 784-9310 to obtain the three sites closest to you.
- NOTIFY the Social Security Administration.** Call 1-800-SSA-1213 to apply for the \$255 death benefit, *if applicable*.
- CONTACT the VA for burial benefits.** The VA does not provide burial benefits for annuitants; however, the annuitant may be eligible for burial in a military cemetery. You will need to provide a copy of the DD 214.

RECEIVING CIVIL SERVICE PAY? U.S. OFFICE OF PERSONNEL: 1-888-767-6738, (202) 606-0500
RECEIVING VA PAY? DEPARTMENT OF VETERANS AFFAIRS: 1-800-827-1000

ADDITIONAL AGENCIES PROVIDING AID & ASSISTANCE TO SURVIVING SPOUSES:

- Arlington National Cemetery: (703) 607-8000
- Gold Star Wives of America: 1-888-751-6350, www.goldstarwives.org
- Military Funeral Honors: 1-866-826-3628 or (703) 432-9524
- Navy-Marine Corps Relief Society: (703) 696-4904, www.nmcrs.org
- National Military Families Association: 1-800-260-0218, www.nmfa.org
- Society of Military Widows: 1-800-842-3451, www.militarywidows.org
- Tragedy Assistance Program for Survivors: 1-800-959-8277, www.taps.org

MARINE CORPS LEAGUE
Lt. Alexander Bonnyman Detachment #924
Knoxville, TN

Requirement for Military Honors

I, _____, hereby require that in the event of my death, the presiding Funeral Director shall contact the U.S. Marine Corps and the Marine Corps League and request that either the U.S. Marine Corps, or the Marine Corps League, or a combination of both organizations provide Military Honors for my funeral.

In the unlikely event that neither the U.S. Marine Corps or the Marine Corps League are available to honor my request, the presiding Funeral Director is requested to obtain the services of any qualified honor guard.

These requirements *shall remain in effect*, unless canceled in writing by myself.

(print full name)

(date)

(signature)

(Witness - print)

(date)

(Witness-signature)

Copy to: Detachment Chaplain
Next of Kin

CASUALTY ASSISTANCE CHECKLIST

Name _____

Social Security Number _____

Date of Birth _____ Place of Birth _____

Date of Discharge _____ Grade/Rank _____

Survivor Benefit Plan--Did you enroll in RSFPP, SBP, SSBP ? (circle all that apply)

Did you disenroll from this plan ? YES NO (circle one)

Note: Without SBP enrollment, retired pay stops at retiree's death.

V A Claim # _____

Eligible to draw V A disability compensation (even if not currently receiving)

YES NO (circle one)

Receiving Social Security? YES NO If yes, age at which first received _____

Organ Donor ? YES NO Do you have a living Will ? YES NO

Receiving any other pension ? YES NO

Person to contact about pension

Name _____ Phone # _____

Spouse Name _____

Social Security Number _____

Date of Birth _____ Date of Marriage _____

Place of Marriage _____

Dependent Children (Under 18, 18-23 in school or disabled)

Name _____ Date of Birth _____

Capable of self support ? YES NO (circle one)

Name _____ Date of Birth _____

Capable of self support ? YES NO (circle one)

Name _____ - ___ Date of Birth _____

Capable of self support ? YES NO (circle one)

List any additional Dependents below

BURIAL INFORMATION :

Who should be notified of your death ?

Name _____

Relationship _____

Address _____

Phone _____

Do you want to be (circle one) Buried ? Cremated ?

Name of Funeral Home you want to use _____

Do you want to be buried in your uniform ? YES NO

If YES, which uniform ? And where is it located ? _____

Does the uniform contain all insignia, awards, decorations, and badges ? YES NO

Do you want a memorial service ? YES NO

If YES Where ? _____

Have you purchased a Plot ? _____

If YES Where ? _____

Do you want a MILITARY funeral ? YES NO

Do you belong to any military service organization that offers burial benefits? YES NO

If YES , name of Organization _____

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INVESTMENTS

Type (IRA, CD , MUTUAL FUNDS)

Number

Company

Agents Phone

Bank Accounts

Bank Name

Type Account

Location & #

Cash , Checks , Bonds , Stock

Type

Location

LOCATION OF ORIGINAL DOCUMENTS

Document	Where Located
Current Retired Pay Statement	_____
Marriage Certificate (s) ,(Certified Copy)	_____ _____
Divorce Decree (s), (Property settlement(s) (from previous marriages of retiree/veteran or spouse.	_____
Death certificate(s) (from previous marriages of retiree/veteran or spouse)	_____ _____
Birth Certificates/adoption papers of retiree, veteran, spouse or children	_____ _____ _____ _____
DD 214 Form (s) 214 Active Duty Discharge Records for all periods	_____ _____
Retirement/Veteran Orders	_____
WILL	_____

CREDITORS

Name	Type of Loan	Phone #
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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Credit Cards

Name	Account #	Phone #
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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Living Will _____

Vehicle Registration & Title _____

Insurance Policies _____

Investment Papers _____

Burial Plot Information _____

Uniform for Burial _____

Medical and Dental Records _____

Real Estate Deeds _____

Tax Returns _____

Other Important Documents _____

ARE YOU AN ORGAN DONATOR

YES

NO

CASUALTY ASSISTANCE CHECKLIST

Casualty Assistance Offices (Survivor should contact the appropriate office)

Retired Pay SBP Casualty Reporting (800) 269-5170
Army 1-270-798-4727; After Hours 1-270-798-0793; Reserve 1-800-318-5298
Air Force 1-800-433-0048; 1-910-394-2486; 1-931-454-4574
Navy 1-800-368-32-2 or email: NavyCasualty@persnet.navy.mil
Marines 1-800-847-1597 or 1866-826-3628
Coast Guard 1-800-772-8724; 1-785-357-3415
U.S. Civil Service 1-888-767-6739
VA 1-800-827-1000

Retirement Services Office (Contact with any retirement benefit problem)

Army 1-270-798-5280 Army Reserve/Guard 1-800-318-5298
Air Force 1-910-394-1950; 1-931-454-5203
Navy 1-866-225-8582; 1-866-827-5672; 1-757-322-9113
Marines 1-800-336-4649

Retired Pay 1-800-321-1080

Social Security 1-800-772-1213

U.S. Civil Service 1-800-767-6738

Veterans Administration 1-800-827-1000

Military ID Office Knoxville 1-865-985-3254 (McGhee Tyson ANGB)
 Gray 1-423-467-2202

Lawyer _____

Family Physician _____