

REQUEST FOR BURIAL / INURNMENT

IDAHO STATE VETERANS CEMETERY - BOISE

10100 Horseshoe Bend Rd. Boise, ID 83714 www.veterans.idaho.gov/cemetery
Phone: (208) 780-1340 Fax: (208) 780-1341 BoiseCemetery@veterans.idaho.gov

REQUEST IS FOR: **Veteran** **Spouse** (*Fee applies*) **Minor/ Disabled Dependent** (*Fee applies*)

NAME OF DECEASED: _____
(See Pg. 2 for Instructions) First Middle Last

SSN: _____ **Date of Birth:** _____ **Date of Death:** _____

Gender: M F **Marital Status:** Married Widowed Divorced Never Married

City of Residence: _____
City State Zip Code

Was the Deceased pre-registered? Yes No Unknown

DD-214 (or equivalent) and Marriage License (if applicable) MUST BE INCLUDED if the Deceased was not pre-registered.

PLOT TYPE: URN: Columbarium Wall Niche Urn Burial Garden Cremation Scatter Garden

CASKET: Main Lawn Burial Section Hill Burial Section (*\$500 per person fee applies*)

SERVICE TYPE: Shelter Use & Military Honors Shelter Use Only
 Simple Placement (*No Service*) Direct Interment (*No One Attending*)

Add to an Existing Gravesite? No Yes (*If yes, Name:* _____)

Are Both Spouses Veterans? Yes No N/A (*Provide marriage license & DD-214 for each veteran*)

MILITARY SERVICE DATA (*Complete as much as possible*)

VETERAN'S FULL NAME: _____
(*Required*) First Middle Last

SSN: _____ **Serial # / Service #** _____
(*Required*) (Optional)

Service Branch: _____ **Rank:** _____ **Retired Military?** Yes No

Active Duty Dates: Entry: _____ Exit (or Retirement): _____

CONTACT INFORMATION

NEXT-OF-KIN: _____ **Relation:** _____
(*Required*)

Address: _____
Address City State Zip Code

Phone: _____ **Email:** _____

EMAIL CONFIRMATION PACKET TO: Next-Of-Kin Funeral Director

FUNERAL DIRECTOR: _____ **Will he/she be present at cemetery?** Yes No

Funeral Home: _____ **City & State:** _____

Phone: _____ **Email:** _____

ACKNOWLEDGEMENT: *By signing below I certify that all information on this form is true, correct, and complete to the best of my knowledge. I also certify, to the best of my knowledge, that the deceased has never committed or been convicted of any of the following: a) a capital crime, such as murder or other offense that could have resulted in imprisonment for life; b) a Tier III sexual offense that could have resulted in imprisonment for life; or c) committed suicide to avoid prosecution.*

Signature of Next-of-Kin or Authorized Representative:	Relationship:	Date:
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**THIS FORM MUST BE SUBMITTED AND ELIGIBILITY MUST BE VERIFIED BEFORE AN INTERMENT CAN BE SCHEDULED.
REQUESTS SUBMITTED AFTER 4:00 PM WILL BE PROCESSED THE FOLLOWING BUSINESS DAY.**

WHO IS AUTHORIZED TO REQUEST BURIAL / INURNMENT

The "Next-of-Kin" is, in this order: A) the family's representative, appointed in writing, B) Surviving Spouse, C) Surviving Children, D) Surviving Parent, Sibling or other relative. Written authorization may be required. Or the Funeral Director may represent the family.

ELIGIBILITY REQUIREMENTS

Eligibility for interment in the Idaho State Veterans Cemetery follows National Cemetery Administration eligibility requirements and Idaho law. Those terms include a prohibition of interment for an individual who has been convicted of or, in certain cases, committed a State or Federal Capital Crime or sexual offense, as defined in 38 U.S.C. § 2411. There is no requirement to be a resident of Idaho.

A copy of the **Veteran's Military Service Record (DD - 214)** and **Marriage License (if applicable)** are required.

DD-214, or equivalent record, must include all the following information:

REQUIRED DOCUMENTS

- **Active Duty Service (other than training) or Retirement Status**
- **Character of Service that was not Dishonorable**
- **Dates of Entry into and Exit from Service**
- **Highest Rank Achieved**

A Veteran's minor child, or disabled dependent under certain conditions, may also be interred, contact cemetery for details.

If you do not have this document, contact your VA Regional Office, or the National Archives (see "Additional Resources" below).

As a state cemetery, ISVC does not have access to VA databases, veteran's military service records, etc.

It is the responsibility of the applicant to acquire all the necessary military service records or other documentation.

Any missing information, such as Veteran's highest rank, retirement status, awards received, multiple branches of service, spouse's marriage license, etc. will not be included for interment purposes until proof is provided.

Please submit only COPIES of records (not originals) as documents will not be returned.

SCHEDULING A SERVICE

1. **Contact a Funeral Director** to make funeral arrangements. He/ She can coordinate with the Veterans Cemetery on your behalf, or you can meet with Cemetery Staff in person to make arrangements (after your initial meeting with the Funeral Director).
 - a. If the Deceased was not pre-registered, you will need to bring the required eligibility documents with you to this meeting.
2. **Submit the "Request for Burial/ Inurnment"** and any required documentation needed to establish eligibility.
3. **Schedule a Committal Service or Direct Interment** with cemetery staff. *After eligibility has been verified & request received.*
 - a. Please have a 1st and 2nd choice for date/time in mind when scheduling, as the cemetery calendar fills quickly.
4. **A confirmation & details will be emailed to the Primary Contact.** *The Primary Contact must provide an email address.*

Please ensure that you bring all necessary paperwork/ items on the day of the interment.

CEMETERY HOURS

Office Hours:	MON - FRI 8 am - 5 pm	(Closed on State Holidays)
Committal Services:	MON - FRI 10 am - 3 pm	(10 am - 2 pm May thru Aug)
Gravesite Visitation:	EVERY DAY 8 am - Sunset	(Open Weekends & Holidays)

BURIAL BENEFITS & FEES

The interment fee is equal to the current "VA Burial Plot Allowance" and is subject to change each fiscal year. The Veterans Cemetery will bill the VA directly for the **burial plot allowance for eligible veterans.**

Burial Plot Allowance **does not include** the following:

- **Funeral Home expenses/** preparation costs (must be arranged through a funeral home of your choice)
- **Interment fees for spouses/ dependents** (equal to the current plot allowance price)
- **Hill Section Casket Burial Fee (\$500 per person;** available for non-cremated remains)

All cemetery fees are due on the day of interment. **The cemetery is unable to accept pre-payments.**

Current Plot Allowance/ Interment Fee: \$807 (Fiscal Year 2021; prices subject to change each October 1st)
Cash, Check, or Money Order

ADDITIONAL RESOURCES

Obtaining Military Records (National Archives)
Information on Eligibility Requirements
Office of Veterans Advocacy
VA Regional Office

<http://www.archives.gov/veterans/military-service-records/>
www.cem.va.gov/cem/burial_benefits/eligible
208-780-1380 or www.veterans.idaho.gov/service-officers
1-800-827-1000 or www.vets.gov/facility-locator