

**REQUEST FOR BURIAL / INURNMENT**

PLEASE READ INSTRUCTIONS ON NEXT PAGE.

**DECEDENT'S NAME:** \_\_\_\_\_  
Legal Name First Middle Last

**SSN:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_ **Date of Death:** \_\_\_\_\_

**Gender:**  M  F **Marital Status:**  Married  Widowed  Divorced/Separated  Single/ Never Married

**Decedent Status:**  Veteran  Spouse/Dependent (A fee is required for spouse/dependent, payable at the time of burial.)

**Last Home of Record:** \_\_\_\_\_  
City State Zip Code County (if known)

**PLOT TYPE: URN:**  Columbarium Wall Niche  In-Ground Urn Burial  Scatter Garden

**CASKET:**  Lower Tier  Upper Tier (additional fees apply)

**SERVICES REQUESTED:**  Military Honors  Shelter Use w/o Honors  Direct Interment/ No Shelter

**IS THIS THE SECOND INTERMENT?** (Veteran & Spouse share a plot)  Yes  No  N/A

If YES, please provide the name of the first spouse placed here: \_\_\_\_\_

**ARE BOTH SPOUSES VETERANS?**  Yes  No  N/A If yes, *provide service records for both veterans.*

**VETERAN'S NAME:** \_\_\_\_\_  
First Middle Last

**SSN:** \_\_\_\_\_ **Service ID#** \_\_\_\_\_ **VA Claim #** \_\_\_\_\_  
(Optional) (Optional)

**Branch of Service:** \_\_\_\_\_ **Rank:** \_\_\_\_\_ **Retired Military?**  Yes  No

**Active Duty Dates:** Entry: \_\_\_\_\_ Separation: \_\_\_\_\_

**Was the Decedent pre-registered?**  Yes  No  Unknown

(Military discharge document(s) and valid state marriage license **MUST** be attached if the Decedent was not pre-registered.)

**FUNERAL HOME:** Is Funeral Director the primary contact?  Yes  No Name: \_\_\_\_\_

Business Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**NEXT-OF-KIN (1):** \_\_\_\_\_ Relation: \_\_\_\_\_

Full Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ **EMAIL (2):** \_\_\_\_\_

(1) See instructions for definition of "Next-of-Kin"

(2) Appointment details will be sent to the email address above.

**CERTIFICATION:** By signing below I certify that all information on this form is true and correct to the best of my knowledge. I also certify, to the best of my knowledge, that the decedent has never committed a serious crime, such as murder or other offense that could have resulted in imprisonment for life; has never been convicted of a serious crime, and has never been convicted of a sexual offense for which he/she was sentenced to a minimum of life imprisonment.

Sign:

Print:

Date:

*This form must be received by the Cemetery Office before an interment can be scheduled.  
Requests received after 4:00 pm will be processed the following business day.*

## - INSTRUCTIONS -

### WHO IS AUTHORIZED TO REQUEST INTERMENT

The "Next-of-Kin" is the surviving spouse, unless the family selects (in writing) a representative to make arrangements. When there is no surviving spouse, authority falls to: a) the family's representative (related or not) whose authority has been appointed in writing, b) the children, c) the decedent's parent, sibling or other relative, or d) the Funeral Director. Proof of authority may be required.

### VETERAN BURIAL BENEFITS

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 individuals who have 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.

The interment fee for eligible veterans, spouses and dependent children is equal to the current plot allowance set by the Department of Veterans Affairs (VA) and is subject to change each fiscal year (Oct – Sep). **Interment fees for eligible veterans are paid by the VA. Interment fees for spouses/dependents are NOT covered by the VA and are due to the Cemetery on the day of the service.** Associated funeral expenses and preparation are not included and are incurred by the next-of-kin. Pre-payment is not available.

**Casket interments** are provided an in-ground site in the main lower tier of the Cemetery that includes an upright, gray granite marker. Upper tier casket interments are available upon request for an additional fee of \$500 per person.

For **cremation inurnments** the following options are available:

- A columbarium niche that includes an inscribed, granite niche cover;
- An in-ground cremains burial that includes a flush-to-the ground, inscribed granite marker;
- A scattering of the ashes in the scatter garden, to include a location for an inscribed marker in memory of the deceased.

### ESTABLISHING ELIGIBILITY

In order to determine eligibility the veteran's **Form DD-214 military discharge record or equivalent documentation** must accompany this application. **Discharge Documentation must include the following:**



- **Active Duty Service (other than training) or Retirement Status**
- **Character of Discharge**
- **Dates of Entry into and Exit from Service**
- **Rank achieved upon discharge from service**

If the decedent is the Spouse or a Dependent Child, **a valid state/county Marriage License** or **proof of dependency** must also be submitted in addition to the Veteran's discharge forms. If you don't have this document contact the National Archives at [www.archives.gov/veterans/military-service-records/](http://www.archives.gov/veterans/military-service-records/) Then select: **For Burials and Emergency Requests** 

### SCHEDULING A SERVICE

Typically, the Funeral Director will submit the Interment Request on behalf of the family. Once the Interment Request has been submitted to the Cemetery Office, AND ELIGIBILITY HAS BEEN CONFIRMED, a cemetery representative will call to schedule services. Committal services are held Monday through Friday, on the hour, between 10:00 am and 3:00 pm. Direct Interments are scheduled based on availability. Interment requests received after 4:00 pm will not be processed until the following business day.

### COMMITTAL SERVICES \*Shelter use is limited to 20 minutes per service, including military honors.\*

All ISVC interment services conform to NCA regulations and will be held in the Committal Shelter. The Committal Shelter has been beautifully designed to provide a place of respectful honor and peace. It provides seating for the immediate family as well as protection from inclement weather. In accordance with NCA guidelines, graveside services are not available. Note: security cameras are in use and activities on the premises are being monitored for security purposes.

### MILITARY FUNERAL HONORS

Military Funeral Honors are coordinated by the Cemetery. Honors include the sounding of Taps, folding the flag and its presentation to the Next-of-Kin. An Honor Guard detail of at least two members of the Armed Services is provided for the interment service of the eligible veteran. Retired veterans, Medal of Honor recipients, or Active Duty members may also receive a 3-round rifle salute.

### HEADSTONES / MARKERS

Interment type determines what type of marker will honor the decedent's resting place. Inscription length and capacity varies for each marker type and are subject to Veterans Administration regulations. The Cemetery Office will work with the Next-of-Kin or authorized representative to discuss details of the inscription. Please allow 6-12 weeks for delivery and placement.

### CONTACTING THE CEMETERY OFFICE

If you need further assistance, please call (208) 780-1340. Submit the completed application and copies of required documentation to:

Idaho State Veterans Cemetery  
10100 Horseshoe Bend Road Boise, Idaho 83714  
**PHONE (208) 780-1340 FAX (208) 780-1341**

**REMINDER: IF NOT PRE-REGISTERED, THE REQUIRED DOCUMENTS MUST BE INCLUDED.**