

# REQUEST FOR BURIAL / INURNMENT

## IDAHO STATE VETERANS CEMETERY - BLACKFOOT

2651 Cromwell Lane Blackfoot, ID 83221

Phone: (208) 701-7161 Fax: (208) 785-8083

[www.veterans.idaho.gov/cedeteries](http://www.veterans.idaho.gov/cedeteries)

[BlackfootCemetery@veterans.idaho.gov](mailto:BlackfootCemetery@veterans.idaho.gov)

### PLEASE READ INSTRUCTIONS ON NEXT PAGE.

*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 next business day.*

FY 2023

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

NAME OF DECEASED: \_\_\_\_\_  
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

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 (Required)

NEXT-OF-KIN: \_\_\_\_\_ Relation: \_\_\_\_\_

Address: \_\_\_\_\_  
Address City State Zip Code

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

EMAIL CONFIRMATION 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:

## PERSONS 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.

### **REQUIRED DOCUMENTS**

**Veteran's Military Service Record (DD – 214) Member-4 and Spouse's Marriage License** (if applicable) are required.

The DD-214, or equivalent service record(s), must include all the following information:

- |                                                                                 |                                 |
|---------------------------------------------------------------------------------|---------------------------------|
| <b>1) Active Duty Service</b> (other than training) <b>or Retirement Status</b> | <b>2) Character of Service</b>  |
| <b>3) Dates of Entry into and Exit from Service</b>                             | <b>4) Highest Rank Achieved</b> |

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

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

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

***It is the responsibility of the Veteran or Next-of-Kin to acquire all necessary documentation.*** Any missing information, such as the veteran's highest rank, retirement status, awards received, etc. will not be included for interment purposes until proof is provided.

Obtaining Military Service Records (National Archives)  
Information on Eligibility Requirements  
Find a VA Regional Office near you  
Office of Veterans Advocacy

<https://www.archives.gov/veterans>  
<https://www.va.gov/burials-memorials/eligibility/>  
1-800-827-1000 or <https://www.va.gov/find-locations/>  
208-780-1380 or <http://veterans.idaho.gov/advocacy>

## SCHEDULING A SERVICE

- 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).
  - If the Deceased was not pre-registered, you will need to bring the required eligibility documents with you to this meeting.
- Submit the "Request for Burial/ Inurnment"** and any required documentation needed to establish eligibility.
- Schedule a Committal Service or Direct Interment** with cemetery staff. ***After eligibility has been verified & request received.***
  - Please have a 1<sup>st</sup> and 2<sup>nd</sup> choice for date/time in mind when scheduling, as the cemetery calendar fills quickly.
- 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.

## 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)

All cemetery fees are due on the day of interment. **The cemetery is unable to accept pre-payments. Current Plot Allowance/ Interment Fee: \$893 (Fiscal Year 2023)**  
Check, Cash or Money Order accepted; prices subject to change each October 1<sup>st</sup>.