



# MDVA Interment Request Form

All eligibility documentation, personal information, and signatures of Funeral Director and Family Representative are required prior to scheduling. Cemetery Superintendent will sign & return as confirmation.

## Decedent Information

Full Name of Deceased \_\_\_\_\_ SSN \_\_\_\_\_

Full Name of Veteran \_\_\_\_\_ SSN \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_ Relationship to Veteran: \_\_\_\_\_

Date of Death \_\_\_\_\_ Place of Death \_\_\_\_\_ Is this a reopen? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Address of Veteran at Time of Death \_\_\_\_\_

Marital Status of Deceased: Married \_\_\_\_\_ Widowed \_\_\_\_\_ Divorced \_\_\_\_\_ Never Married \_\_\_\_\_

If Widowed, List Spouse's Name, Name of Cemetery, and Year Interred: \_\_\_\_\_

Next of Kin Name \_\_\_\_\_ Relationship to Deceased \_\_\_\_\_

Next of Kin Address \_\_\_\_\_ Next of Kin Phone # \_\_\_\_\_

## Burial Information

Casketed Remains: State Liner \_\_\_\_\_ or Private Vault \_\_\_\_\_

### Dimensions of Casket or Container

(Required for oversized burials and columbarium inurnments)

Cremated Remains: In-ground \_\_\_\_\_ or Columbarium \_\_\_\_\_

Will spouse also be cremated? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Honors: Yes \_\_\_\_\_ or No \_\_\_\_\_ (Funeral home or family must make arrangements with honor guard.)

## Funeral Home Information

Funeral Home Name \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ Fax # \_\_\_\_\_

Funeral Director Name \_\_\_\_\_ License # & Expiration \_\_\_\_\_

## Required Documentation & Signatures

The following items are required on or before the date of interment.

Copy of Death Certificate \_\_\_\_\_ Burial Transit \_\_\_\_\_ Original Cremation Certificate \_\_\_\_\_ Dependent Burial Charge \_\_\_\_\_  
(Dependent Burial Charge is \$828, payable by funeral home check, money order, or cashier's check made out to MDVA.)

**By signing below, I agree to adhere to the 20-minute block of time that I will schedule with the Cemetery, and to arrive no earlier than 15 minutes beforehand. If deviations occur, whether unforeseen or not, I agree to contact the Cemetery Superintendent as soon as possible. I understand that Cemetery schedules are tight, and should deviations occur, the Cemetery Superintendent has the authority to reschedule for the next available date and time.**

Funeral Director Signature \_\_\_\_\_

Family Representative Signature \_\_\_\_\_

Authorized Signature of Cemetery \_\_\_\_\_

MDVA Use Only

### Interment Schedule

Date: \_\_\_\_\_

Day: \_\_\_\_\_

Time: \_\_\_\_\_



## Additional Information

- To schedule a burial, please fill out the interment request form and send it to the cemetery of choice along with the veteran's military discharge and residency documentation if required. Once eligibility has been confirmed, the cemetery will contact you to schedule.
- Additional documentation may be required prior to scheduling for (but not limited to) spouses, dependent children, and veterans who lived outside of Maryland at the time of death.
- MDVA is unable to verify military service, but can provide to the funeral home or family, upon request, an Urgent Discharge Request form to use to request military service records from the National Personnel Records Center. More information can be found at [archives.gov](http://archives.gov).
- As a matter of public safety, there are no graveside services on the day of interment. Instead, a committal shelter is available for services not to exceed 20 minutes. Families may visit the gravesite only after cemetery staff has finished and made the area safe. If families wish to observe, the funeral director or family representative should speak with cemetery staff who will instruct them to where they can watch from inside their vehicles.
- Funeral homes and families are responsible for arranging for military honors and obtaining the burial flag. MDVA can provide, upon request, honors request forms and burial flag applications.
- Please discuss in advance with the cemetery superintendent any extraordinary circumstances such as (but not limited to) large attendance, the presence of police escorts or fire company vehicles, bagpipers or other musical accompaniment, etc.

Cheltenham Veterans Cemetery  
11301 Crain Highway  
Cheltenham, MD 20623  
Phone: 1-301-372-6398  
[cheltenham.vc@maryland.gov](mailto:cheltenham.vc@maryland.gov)  
Fax: 1-301-782-7310

Eastern Shore Veterans Cemetery  
6827 East New Market Ellwood Road  
Hurlock, MD 21643  
Phone: 1-410-943-3420  
[easternshore.vc@maryland.gov](mailto:easternshore.vc@maryland.gov)  
Fax: 1-410-943-3680

Garrison Forest Veterans Cemetery  
11501 Garrison Forest Road  
Owings Mills, MD 21117  
Phone: 1-410-363-6090  
[garrisonforest.vc@marylandgov](mailto:garrisonforest.vc@marylandgov)  
Fax: 1-410-363-1533

Crownsville Veterans Cemetery  
1122 Sunrise Beach Road  
Crownsville, MD 21032  
Phone: 1-410-987-6320  
[crownsville.vc@maryland.gov](mailto:crownsville.vc@maryland.gov)  
Fax: 1-410-987-3920

MDVA Cemetery & Memorial Programs  
410-923-6981  
[veterans.maryland.gov/cemetery-and-memorial-program](http://veterans.maryland.gov/cemetery-and-memorial-program)

Rocky Gap Veterans Cemetery  
14205 Pleasant Valley Road North East  
Flintstone, MD 21530  
Phone: 1-301-777-2185  
[rockygap.vc@maryland.gov](mailto:rockygap.vc@maryland.gov)  
Fax: 1-301-777-2402