

# APPLICATION FOR BURIAL

## GEORGIA VETERANS MEMORIAL CEMETERY - GLENNVILLE

8819 US HWY 301 GLENNVILLE, GA 30427

PH (912) 654-5398

FAX (912) 654-2963

EMAIL [gvmcg@vs.ga.gov](mailto:gvmcg@vs.ga.gov)

All interment arrangements are tentative until approved by cemetery staff (fax or email confirmation)

### Deceased's Information

Name \_\_\_\_\_  
First Middle Last

Home of Record \_\_\_\_\_  
City State ZIP County

Date of Birth \_\_\_\_\_ Date of Death \_\_\_\_\_ Social Security Number \_\_\_\_\_

The Deceased is the: Veteran Spouse Dependent

Deceased's Marital Status at time of death: Married Divorced Widowed Single (never married)

Is the Deceased's spouse or dependent already buried at this cemetery?: Yes No

Has the Deceased or Veteran ever been convicted of a state or federal capital crime or a Tier III Sex Offense for which the punishment was life imprisonment?: Yes No

### Veteran Information

Name \_\_\_\_\_  
First Middle Last

**\*Note:** If the Veteran's legal name is different than what appears on the military discharge then documents need to be provided showing the name change (for example: marriage certificate, court documents, or other legal documents)

Social Security Number \_\_\_\_\_ Military Status: Active Duty Retired Veteran

If the Deceased is a Veteran, is the surviving spouse a Veteran also?: Yes No

### Next of Kin Information (The listed Next of Kin will be responsible for communication with the cemetery & VA)

Name \_\_\_\_\_  
First Middle Last

Mailing Address \_\_\_\_\_  
Street/PO Box City State ZIP

Phone Number \_\_\_\_\_ Email \_\_\_\_\_ Relationship \_\_\_\_\_

### Funeral Home Information

Funeral Home \_\_\_\_\_ Phone \_\_\_\_\_

Location (City & State) \_\_\_\_\_ Fax \_\_\_\_\_

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

Type of Burial: **\*Note:** The surviving spouse should be the same type of burial as the Deceased (casketed or cremains)

Casketed: Casketed Burial Oversized Casket? Yes No If Yes, Size? \_\_\_\_\_

Cremains: Columbarium In-Ground

Marker Only: Memorial Marker (no remains available for burial – including scattered ashes or buried at sea)

Requested Date for the Burial at the Cemetery \_\_\_\_\_

Requested Time of Burial/Committal Service: 10:00am 1:00pm 3:00pm

Does the family desire a committal service or military honors at the cemetery prior to burial?: Yes No

**\*Note:** The funeral home or family are responsible for making arrangements for a committal service or military funeral honors

**The above statements are true and accurate to the best of my knowledge.**

Signature of Veteran/Spouse/Funeral Director/Other \_\_\_\_\_

Printed Name \_\_\_\_\_ Relationship \_\_\_\_\_

## INSTRUCTIONS FOR FILLING OUT THE APPLICATION FORM

(Information provided must be typed or printed legibly)

The Application for Burial form, military discharge form (DD214), marriage certificate (for spouses only) and any other supporting documents must be submitted prior to approval and all burial arrangements are tentative until approved by cemetery staff. If the deceased is a dependent child then we must have a birth certificate for the child. If the deceased is a life-long dependent due to physical or mental disabilities then we must also have a doctor's statement stating type of illness, date of onset of illness (age), and they are not capable of self-support.

**Deceased Information:** This is information about the person that is to be buried. This information is used to verify eligibility, to prepare the temporary and permanent marker, and to make all burial arrangements. The name of the deceased should be their legal name. The Home of Record is the city, state, county & zip code where they resided at their time of death and we do not need the full address. Does the Deceased have a spouse or dependent buried at this cemetery already and where they to be buried together? Please ask the family for this information.

Has the Deceased or the Veteran ever been convicted of a state or federal capital crime or a Tier III Sex Offense (a crime for which the sentence could have been death, life in prison without parole, or life in prison)? If the answer to this question is yes, then you must include information concerning the crime and conviction with this application for verification of eligibility. This question must be answered.

**Veteran Information:** This is the information about the veteran who is establishing eligibility for burial. It is either the deceased, the spouse of the deceased, or the parent of the deceased. If the surviving spouse is a veteran (veteran married to veteran) then both are entitled to individual burial plots and grave markers (let the cemetery know if they are), in this case let us know what the family desires (buried together or individual plots).

**Next of Kin (NOK) Information:** The next of kin is a close relative of the deceased eighteen years of age or older, legal guardian, legally authorized to act on behalf of the deceased (such as having power of attorney, executor of the estate/will, & etc), or anyone acting on behalf of the deceased if no living relatives are present. It is most commonly the spouse if the deceased was married, but may be an adult child or legal guardian for medical reasons. The person is responsible for contact and any needed paperwork from cemetery personnel and/or the Department of Veteran Affairs concerning the deceased.

**Funeral Home Information:** This is the funeral home that is handling the burial arrangements. If there is no funeral home involved in the arrangements, such as a cremation service handled by the family, then state this.

Double Vaults are for a veteran, spouse or dependent (max of two) to be buried in the same plot at the cemetery and have a maximum casket size of 30" Wide x 87" Long. If the casket is oversized then indicate this so cemetery staff can make the appropriate arrangements.

The Columbarium has a space of 10" Wide x 14" High x 20" Deep, for up to two urns. Please take this into consideration as they must fit into this allotted space, whether it is a single urn to be placed or two urns for a veteran and spouse/dependent. In-Ground burial of urns have a limit of 15"x10"x9" High for the urn vault, let us know if the urn exceeds this.

If Cremains are divided and a portion retained by family or friends then those cannot be placed at the cemetery after the burial is complete (at a later date). Also a portion of the cremains cannot be removed after burial. Placement of cremains at the cemetery are considered final once their burial is complete and are not to be altered.

We only conduct committals Monday through Friday (excluding State holidays). Requested times are subject to availability. Do not make final arrangements until this time has been confirmed by the cemetery staff. A faxed or emailed confirmation will be sent to the funeral home finalizing arrangements.

Please let the cemetery staff know if this is a direct burial (burial only) and no additional services will be performed at the cemetery, such as a committal service or military honors.

The funeral home is responsible for requesting Military Honors from the appropriate branch of service and providing the burial flag.

This form must be signed prior to submittal by family or funeral director. The person signing this document must be able to verify the information provided including capital crimes information.