## **LOCATION OF DOCUMENTS**

Will:
DD214:
Current retired pay statement:
Marriage certificate(s):
Divorce decree(s)/property settlements(s):
Death certificate(s):
Birth certificates/adoption papers:
Retirement Orders and/or 20-year Letter:
Safe deposit box:
Tax returns:
Social Security Cards:
Investment papers (CDs, Mutual Funds, IRA, etc.):
Burial plot information:
Medical and dental records:
Real estate deeds:

## **PHONE NUMBERS/WEBSITES**

How to report the death of a Retired Soldier: Contact the Department of the Army Casualty and Mortuary Affairs Operations Division (CMAOD) anytime by calling (800) 626-3317. You will be immediately referred to a local Casualty Assistance Center (CAC), who will report the death to the Defense Finance and Accounting Service (DFAS) to stop retired pay and initiate the survivor benefits process. If you reside overseas and the toll free number is not available, call your Retirement Services Office (RSO) (see link below). When reporting the death, please provide as much of the following information as you have: •Full name • Disability Rating• Copy of death certificate • Social security number and/or service number • Circumstances surrounding the death • Next of Kin (NOK) information • Retired rank • Retirement date • Date and place of birth

For additional information, please refer to the HRC page at https://www.hrc.army.mil/TAGD/Reporting%20A%20Death

**Retirement Services Office**: Listed in every copy of *Army Echoes* and at https://soldierforlife.army.mil/retirement/rso

## Your family must report your death to the following agencies –

- DFAS Retired/Annuitant Pay: 1-800-321-1080, https://www.dfas.mil/retiredmilitary/
- Social Security Administration (SSA) at 1-800-772-1213, http://www.ssa.gov
- If in receipt of compensation or a pension from the VA, call VA at 1-800-827-1000, http://www.va.gov
- If a VA life insurance policyholder, call Veterans Group Life Insurance (VGLI) at 1-800-669-8477. https://www.benefits.va.gov/INSURANCE/sglivgli.asp

**Update ID cards:** 1-800-538-9552, www.dmdc.osd.mil/rsl

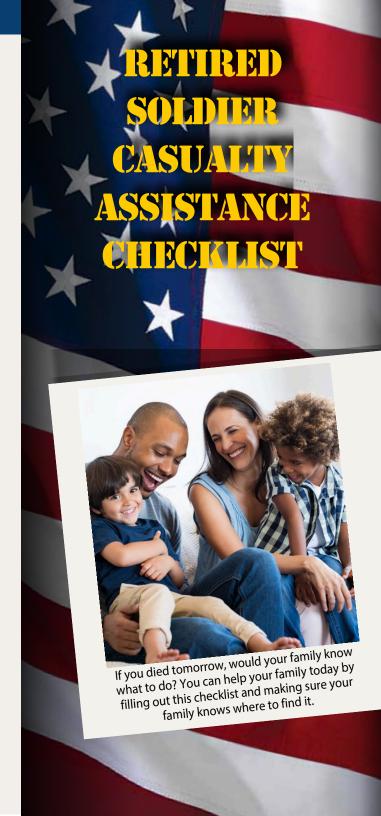
**National Cemetery Scheduling Office:** 800-535-1117

For more information on retirement topics, visit the Army Retirement Services website at https://soldierforlife.army.mil/retirement

This pamphlet was prepared by the Army Retirement Services Office and may be reprinted by Army Retirement Services Officers. It is also posted at

https://soldierforlife.army.mil/Retirement/post-retirement





## RETIRED SOLDIER CASUALTY ASSISTANCE CHECKLIST

RETIRED SOLDIER INFORMATION	LIFE INSURANCE POLICIES	CREDITOR
lame:	Policy #:	Name/Account #:
ocial Security number:	Company:	Phone/email:
Date/place of birth:	Amount:	Name/Account #:
Date of retirement:	Beneficiary:	Phone/email:
etired rank:	Agent phone/email:	
URVIVOR BENEFIT PLAN	Policy #:	BURIAL INFORMATION
nrolled in: SBP or RCSBP (Check one, if applicable)	Company:	I would like to be: <b>Buried Cremated</b>
lection Category:	Amount:	Who should be notified of your death:
oid you dis-enroll? YES NO (Check one)	Beneficiary:	Name:
/A CLAIM #:	Agent phone/email:	Relationship:
ligible to draw VA disability compensation?: YES NO	INVESTMENTS	Address:
eceiving Social Security? YES NO	Account #/Type:	Phone #:
Organ donor: YES NO	lssuer:	Name:
POUSE INFORMATION	Account #/Type:	
lame:	lssuer:	Relationship:
Pate of birth:	Account #/Type:	Address:
ocial Security number:	lssuer:	Phone #:
Date of marriage:		Name/location of cemetery where you want to be buried or have your ashes inurned:
lace (City, County, State):	BANK ACCOUNTS	- Have your asites married.
CHILDREN INFORMATION	Bank Name:	Do you want to be buried in your uniform? YES NO
lame/Date of birth:	Phone/website:	Do you want a funeral? YES NO
lame/Date of birth:	Account #/Type:	If YES, where?
lame/Date of birth:	Account #/Type:	Do you have a preference of funeral home? YES NO
lame/Date of birth:	Account #/Type:	If YES, which one?
ncapable of self-support?* YES NO  If yes, Name/Date of birth:	Help your family today by filling out this trifold and making sure	Do you want a military honor guard? YES NO  Do you have a pre-need eligibility letter for burial at a VA National cemetery? YES NO
	your family knows where to find it.	If Yes, where is it located?