



# PATRICK AIR FORCE BASE MILITARY FUNERAL HONORS SUPPORT REQUEST



Building 1391, Marina Road, Patrick AFB, FL 32925 Office: (321) 494-7477/7478

After-Hours: (321) 616-5937 Fax: (321) 494-1357 Hours: Mon - Fri 0730 to 1630

To obtain most current Funeral Request Form, or updates, visit our website: [www.gopatrickfl.com/honor-guard.html](http://www.gopatrickfl.com/honor-guard.html)

| BLOCK 1: FUNERAL HONORS REQUEST INFORMATION   |                                 |   |            |
|---|---------------------------------|---|------------|
| REQUESTOR INFORMATION   |                                 |   |            |
| Funeral Home Name   | Funeral Director/Requestor Name | Phone Number  | Fax Number |
| Address   | City                            | State   | Zip Code   |
| DECEASED INFORMATION  |                                 |   |            |
| Name (Last, First, M.)  | Rank or Pay Grade               | Social Security Number  |            |
| Service Branch<br><input type="checkbox"/> Regular AF <input type="checkbox"/> Army Air Corps <input type="checkbox"/> Army AF <input type="checkbox"/> AF Reserves <input type="checkbox"/> Air National Guard <input type="checkbox"/> Other: _____ |                                 |   |            |
| Military Status   |                                 | Services Requested  |            |
| <input type="checkbox"/> Veteran Honors: <input type="checkbox"/> Flag Fold <input type="checkbox"/> Taps   |                                 |   |            |
| <input type="checkbox"/> Retiree Honors: <input type="checkbox"/> Flag Fold <input type="checkbox"/> Taps <input type="checkbox"/> Firing Party <input type="checkbox"/> Pallbearing  |                                 |   |            |
| <input type="checkbox"/> Active Duty: <input type="checkbox"/> Full Military Honors   |                                 |   |            |
| NEXT OF KIN INFORMATION   |                                 |   |            |
| Name (Last, First, M.)  | Phone Number                    | Relationship to Deceased  |            |
| Address   | City                            | State   | Zip Code   |
|   |                                 |   |            |
| FUNERAL HONORS LOCATION INFORMATION   |                                 |   |            |
| Location Name   | Point of Contact                | Phone Number  |            |
| Location Address  | City                            | State   | Zip Code   |
| Funeral Date  | Estimated Honors Start Time     | Location Type<br><input type="checkbox"/> South Florida National Cemetery <input type="checkbox"/> Private Cemetery<br><input type="checkbox"/> Church <input type="checkbox"/> Funeral Home Chapel <input type="checkbox"/> Other: _____ |            |
| Remains: <input type="checkbox"/> Casket <input type="checkbox"/> Urn <input type="checkbox"/> No Casket or Urn   |                                 | <b>FLAG MUST BE PROVIDED BY FUNERAL DIRECTOR OR FAMILY</b><br>Take member's DD-214 and death certificate to local Post Office to obtain a flag.   |            |
| Additional Notes or Family Requests:  |                                 |   |            |

| BLOCK 2: REQUESTING INSTRUCTIONS/INFORMATION  |                                   |
|---|-----------------------------------|
| To schedule military funeral honors, the following must be accomplished   |                                   |
| <input type="checkbox"/> Please notify Patrick AFB Honor Guard with 48 hours or more notice if possible.<br><input type="checkbox"/> Provide a copy of the deceased member's DD 214 or equivalent documentation.<br><input type="checkbox"/> Call our office at (321) 494-7478/7477 to verify/confirm receipt of request.<br><input type="checkbox"/> Emergencies only: contact the Base Command Post at (321) 494-7001 and request to get in contact with our Honor Guard. |                                   |
| *Note: submission of this form is NOT an official request. You MUST get verbal confirmation from an Honor Guard member*   |                                   |
| If service is not USAF, AAC or AAF, please contact the appropriate servicing Honor Guard***   |                                   |
| Army: 1-800-557-7408  | Navy: 904-542-6357/3852/1536/1539 |
| 912-767-8666  | Marines: 1-866-826-3628           |
|   | Coast Guard: 305-535-4556/4408    |
|   | 703-432-9524                      |
|   | 786-367-6822                      |
| MacDill AFB: 813-828-5191   | After Hours Cell: 813-833-4746    |
|   | Moody AFB: 229-257-4142           |
|   | After Hours: 229-257-3501         |
| Thank You Cards/Letters: If the family would like to send a thank you card or letter to the Honor Guard, please mail to:<br>45 SW/CC 1201 Edward H. White II Street, Patrick AFB FL 32925-3299  |                                   |

|  |   |
|--|---|
| <input type="checkbox"/> Board                     | Fun. Dir. Requestor: Date _____ Time _____ W/ _____   |
| <input type="checkbox"/> Detail Tracker            | DEERS/Cas. Affairs: Date _____ Time _____ Mil. Status _____ W/ _____  |
| <input type="checkbox"/> Cal Invite or Entry       | Call team if within 24 hrs Date _____ Time _____ Spoke to _____   |
| <input type="checkbox"/> Detail Packet (PAFB Only) | <input type="checkbox"/> Fax to HRB/SFNC <input type="checkbox"/> File original request <b>Completed By</b> _____ |