



Your name
Your Address
Your City, State, Zip Code

Today's Date

Regarding: _____
(Deceased's Name)

(Deceased's Social Security Number)

To Whom It May Concern:

I am writing to inform you of the death of my _____, who served in the _____ from _____ to _____ and was discharged _____, with a _____ status. The military identification number is _____.

I have enclosed a certified copy of the death certificate. Please contact me regarding any benefits that my family or I may be entitled to receive, as well as any outstanding matters of which I should be aware. I can be reached at the address listed above or by telephone at _____.

Thank you for your assistance in this matter.

Sincerely,

(Your Name)