



The President has requested that the enclosed *Presidential Memorial Certificate* be sent in memory of your beloved, deceased Veteran. If this Certificate contains an error, or arrives in an unacceptable condition, or if you wish to request additional Certificates (no cost) for other family members, please complete the information areas on the other side of this insert and mail this sheet to:

Presidential Memorial Certificates (41A1C)
National Cemetery Administration
5109 Russell Road
Quantico, VA 22134-3903

If you would like to call us our phone number is (202) 565-4964. We will be happy to address any questions you might have.

Please do not call this number to order additional or corrected copies.

REQUEST FOR ADDITIONAL OR CORRECTED COPIES

The veteran's name only may be shown (*no nickname, military rank or civilian title*).

The veteran's name is: _____
(Please Print the Veterans Name Here)

Please send _____ additional/corrected certificate(s): _____
(Please circle one) (Signature of Requestor)

Send the additional certificate(s) to the address listed below. Please print or type the names and addresses in the space below. You may photo copy this insert and return multiple copies for multiple addressee's and addresses. You do not need to send discharge documents again. Please remember to sign this request in the space above.

Please circle Mr. Mrs. Ms. _____
(Please Print Name Here)

(Please Print Street Address or Mailing Address Here)

(Please Print City, State, and Zip Code Here)

(Please Print Home or Work Telephone Number Here)

(Please Print the Date of this request Here)

PLEASE DO NOT USE THIS FORM FOR "NEW" ORDERS. PLEASE ONLY USE THIS FORM FOR REQUESTS FOR ADDITIONAL COPIES OR TO REQUEST A CORRECTION TO A PMC THAT HAS ALREADY BEEN ISSUED.

You may mail this copy back to the address listed on the reverse or you may send it via fax to our toll free fax line. That number is 1-800-455-7143 and is free to the sender. If there is more than 1 page, please include a cover sheet with your fax.