



Massachusetts Veterans' Memorial Cemeteries

1390 Main Street Agawam, MA 01001

(413)-821-9500 (413)-821-9839 (FAX)



INFORMATION SHEET

- Massachusetts Veterans' Memorial Cemeteries will abide by all Commonwealth of Massachusetts Regulations (CMR) and Federal Regulations (FR) that govern the operations of veterans' cemeteries.
- **Specific gravesites may not be reserved.** The gravesite is assigned at the time of death and is based on double or single interment. Burial sections are **not** based on military rank, branch of service, religion, or ethnic background.
- At the time of need (when a death has occurred) contact your funeral director. The Cemetery does **not** remove bodies from their place of death.
- The Veterans' Cemetery does **not** provide caskets, cremain urns or vaults, cremation of decedent, or pay for any funeral costs.
- Burials and services are held by appointment only, Monday-Friday, except on legal holidays. No private funeral/committal services allowed on Cemetery grounds at **any** time. No receptions after services allowed at the Cemetery.
- Military funeral honors are to be arranged by the funeral director. Taps will be provided by the Cemetery through the sound system.
- The non-denominational Chapel is used for committal service only. The funeral or other service is held at the decedent's place of worship or at the funeral home. It is the responsibility of the funeral director and/or family to provide clergy. **No graveside services allowed.**
- Government concrete liners are preinstalled for full body burials. Double liners will be used for veteran and spouse, with first decedent placed on the bottom of the liner and second decedent placed on the concrete shelf above first decedent.
- In-ground burial of cremated remains must be in an urn that will not deteriorate **OR** must be placed in an urn vault. The funeral director will handle the urn vault ordering for you. The Veterans' Cemetery/Staff does not offer any endorsement or suggestions on cremation vaults.
- Upright (granite) markers will be provided for in-ground (full casket or cremain) burials, granite niche covers will be engraved for the Columbarium wall. Private markers will **not** be allowed to be placed in the Veterans' Cemetery. The Massachusetts Veterans' Memorial Cemetery staff will handle the ordering of said headstone/niche cover. Headstones/niche covers will **only** be ordered **after** interment. Inscriptions will follow the rules and regulations set forth by the Massachusetts Veterans' Memorial Cemetery. **No decorations (of any type) may be attached in any way to either the headstone or niche cover.**
- Veteran's information will be on the front of the headstone and spouse's information on the back. If spouse predeceases veteran, his/her information will be on the front of the headstone and after the death of the veteran a new headstone will be engraved to place veteran's information on the front and spouse's on back.
- All Veterans' Cemetery policies, procedures, rules and regulations regarding, but not limited to, interment, eligibility, and floral regulations must be strictly followed. **No exceptions will be made.**
- Completion and approval of this application does **not** qualify or reserve a plot in the National Cemetery in Bourne, Cape Cod.
- If veteran changes his/her address, phone number, marital status, or desire to be interred in the Veterans' Cemetery please notify the Cemetery in writing.
- Floral regulations are available at the Cemetery office. Flags are not permitted on graves at any other time than those placed by Cemetery personnel.



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Interment Registration Instructions and Requirements for Agawam and Winchendon

Massachusetts Veterans' Memorial Cemeteries will abide by all Commonwealth of Massachusetts Regulations (CMR) and Federal Regulations (FR) that govern the operations of veterans' cemeteries.

PRE-REGISTRATION allows a veteran to establish eligibility for interment in the State Veterans' Cemetery in advance. **There is no cost for pre-registration and it does not obligate the veteran to be interred in the cemetery.** It will simplify the process for the veteran's next-of-kin at the time of death. **All pre-approved applications will be reviewed at the time of death to re-ensure burial eligibility. Specific gravesites may not be reserved. PLEASE READ ALL INSTRUCTIONS AND REQUIREMENTS CAREFULLY.**

PROCEDURE:

The procedure for pre-registering is to complete the **PRE-REGISTRATION FOR INTERMENT APPLICATION FORM** and send it to the address shown above along with the following documentation:

1. Documentation of all military service (copies of **all** discharge (DD214) papers for all years served). **Copies of detailed pages (listing dates of entry, discharge, home of records, medals) must be submitted.** This includes DD215 if any corrections were made to your discharge papers and/or a notarized affidavit regarding any discrepancies on your discharge (i.e. name spelled incorrectly, date of birth incorrect, Jr., III, etc. missing). Include all documentation of medals received if they are not listed on your DD214.
2. Massachusetts residency certificate (if applicable).
3. Marriage certificate (if appropriate).
4. Birth certificate(s) for veteran, (spouse, and dependent child(ren) if applicable).

Veteran must sign and date the application. If veteran is incapable of signing, the spouse or next of kin may do so.

Applications will be returned (so that all paperwork remains together) to the veteran if **all** applicable documentation is not attached. No application will be approved until **all** documentation is received.

If both husband and wife are veterans, they should each complete an application for Interment Registration. This will ensure that all pertinent military service will be documented in full for each.

Completion and approval of this application does **not** qualify or reserve a plot in the National Cemetery in Bourne.

ELIGIBILITY for a veteran's interment at the cemetery is based on **Military Service** and **Massachusetts Residency**.

Veterans whose military service and State residency fulfill the following requirements may be eligible:

Military Service:

1. The veteran was discharged or released from active duty service under honorable conditions,* **OR**
2. The veteran served at least 20 years in the National Guard or United States Reserves and is in receipt of a military pension or has documentation verifying he/she will receive retirement pay at age 60, in accordance with Title 10, Chapter 1223, **OR**
3. Any member of the Armed Forces of the United States who dies on active duty and whose home of record is Massachusetts.

*With certain exceptions, service beginning after September 7, 1980, as an enlisted person, and service after October 16, 1981, as an officer, must be for a minimum of 24 months **OR** the full period for which the person was called to active duty. (Examples include those serving less than 24 months in the Gulf War or Reservists that were federalized by Presidential Act).

INELIGIBLE persons include "such others excluded from eligibility according to Title 38, United States Code, Section 2411 and other applicable federal laws, which prohibit burial in a National or State Cemetery of anyone, convicted of a federal or state capital crime and sentenced to death or life imprisonment." **Persons who served on "Active Duty for Training" only are ineligible for burial.**

REQUIRED DOCUMENTS:

Military Documentation:

- If veteran served on active duty, include a copy (photocopy is acceptable) of the **military discharge form**. This will usually be a **DD Form 214**, but may be a different form. If this form is not available, the information may be on file in The Adjutant General's Office, Military Records Section, 239 Causeway St. Suite 101, Boston, MA 02114 (Massachusetts home of record residents only). Please contact The Adjutant General's Office by phone (617) 727-2964. The military discharge form will be used to establish dates of service, condition of service, and to show home of record.
- If veteran's qualifying military service was in the National Guard or Reserves only, include a copy of **Letter of Retirement and a photocopy of the veteran's most recent Guard or Reserve retirement pay statement, along with any/all discharge documents**. This letter will establish that the veteran served 20 years and qualified for retirement pay.
- If there are **any** discrepancies (incorrect spelling of name, incorrect date of birth, Jr., III, etc.) a DD215 (correction of discharge) must be submitted with the application. If no DD215 exists a notarized affidavit must accompany the application.

Residency:

1. **If the veteran was a resident of Massachusetts at the time he/she entered active duty** and "home of record at the time of entry into active service" was Massachusetts, the veteran's military discharge form (DD214 or other discharge form) will usually establish Massachusetts residency. If it does not, other documentation (Residency Certificate)* will be necessary. **OR**
2. **If veteran entered military service from a state other than Massachusetts**, to "pre-register" the veteran must document that he/she lived in Massachusetts for at least any five consecutive years after discharge from active duty. An affidavit (Residency Certificate)* from a city or town clerk indicating that the veteran resided in Massachusetts for any five consecutive years after veteran's discharge from active duty. **OR**
3. The veteran was a resident of Massachusetts at the time of his/her death. (A certified death certificate, stating "home of residence" at time of death, must accompany this application).

*Blank Residency Certificates available at the Cemetery office.

Marriage:

- If veteran is married and his/her spouse also wishes to be interred at the cemetery, please submit a copy of marriage certificate.
- Veteran and spouse must be legally married at the time of death. A former spouse of an eligible veteran whose marriage to that individual has been terminated by annulment or divorce is **not** eligible.
- If spouse remarries after the death of the veteran, he/she will be ineligible for burial in the Veterans' Cemetery unless he/she remarries an eligible veteran.
- Should death or divorce dissolve a second marriage (widow/widower) the spouse would then revert back to burial eligibility of the previous marriage.

Dependent Children:

- Unmarried minor child, under 21 years of age, or 23 if pursuing a course of instruction at an approved educational institution.
- Unmarried adult child incapable of self-support with physical or mental disability acquired before age 21, or 23 if pursuing a course of instruction at an approved educational institution, and was totally dependent upon the eligible veteran for support. Letter from the Child's doctor or court documentation stating that child is totally dependent on veteran for support is required and must accompany the application.

FEES:

- **There is no charge for the veteran for initial burial.**
- A fee (**\$300.00 for full casket burial, \$150.00 for cremain burial**) subject to change and **paid at time of interment** will be charged for burial of spouse, widows/widowers who have not remarried, and qualified dependent(s).
- **A fee of \$200.00 (subject to change) will be charged to ALL dis-interment and/or re-interment of remains.** A fee may also be charged for the replacement cost of the concrete liner.



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APPLICATION FOR INTERMENT REGISTRATION

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AGAWAM

WINCHENDON

This application is used to establish the eligibility of a veteran for interment in a Massachusetts Veterans' Memorial Cemetery. It should be submitted to the Agawam address shown above, along with military service, residency documentation, marriage certificate (if applicable), and birth certificates for veteran, spouse, and/or dependent child(ren). **PLEASE READ ALL INSTRUCTIONS AND REQUIREMENTS CAREFULLY.** All applications remain the property of the Massachusetts Veterans' Memorial Cemetery.

VETERAN APPLICANT'S NAME AND PERSONAL INFORMATION: (Type or print legibly)

1. FIRST	2. MIDDLE (or initial)	3. LAST	4. SUFFIX (Jr., Sr., etc.)
5. <u>CURRENT</u> ADDRESS (number, street, apt./unit, city, state and zip)		6. HOME PHONE (include area code)	
		7. WORK PHONE (include area code)	8. EXTENSION
9. DATE OF BIRTH MONTH DAY YEAR	10. SOCIAL SECURITY NUMBER	11. MARITAL STATUS	
		married	single
		widowed	divorced
		12. GENDER	
		male	female

SPOUSE'S NAME AND PERSONAL INFORMATION: (Complete only if spouse wishes to be interred at this Cemetery)

13. FIRST	14. MIDDLE (or initial)	15. LAST	16. SUFFIX (Jr., Sr., etc.)
17. DATE OF BIRTH MONTH DAY YEAR	18. SOCIAL SECURITY NUMBER	19. IS IT ANTICIPATED THAT VETERAN'S SPOUSE WILL ALSO WISH TO BE INTERRED AT THIS CEMETERY?	
		YES	NO
		<input type="checkbox"/>	<input type="checkbox"/>

VETERAN'S MILITARY SERVICE INFORMATION:

20. BRANCH OF SERVICE (must be consistent with rank/grade)		21. WAR SERVICE (check applicable box(es))					
		WWII	KOREA	VIETNAM	PERSIAN GULF	OTHER (specify)	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
22. SERVICE NUMBER	23. HIGHEST RANK & GRADE ATTAINED (Documentation required)	PERIODS OF <u>ACTIVE DUTY</u> MILITARY SERVICE					
		24. DATE(S) ENTERED			25. DATE(S) SEPARATED		
26. VA FILE NUMBER (if available/applicable)		MONTH	DAY	YEAR	MONTH	DAY	YEAR
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I certify that all information I have provided on this application and the supporting documentation is true and correct to the best of my knowledge. I certify that I have read and understand all of the requirements and obligations for burial. Signed under the penalty of perjury.

Signature of Veteran, Spouse or Next of Kin: _____ Date: _____

To Completed By D.V.S.

Approved

Pending

Disapproved

Name & Title: _____ Date: _____