



# PATRICK SPACE FORCE BASE MILITARY FUNERAL HONORS SUPPORT REQUEST

Honor Guard Office: (321) 494-7477/7478 Fax: (321) 494-1357

After Hours/On-Call Phone: (321) 616-5937/(321) 494-7100

Address: Building 1391, Marina Road, Patrick SFB, FL 32925

Hours of Operation: Mon-Fri/7:30 AM-4:30 PM



Please visit our website for request forms and pertinent Honor Guard Information: [www.gopatrickfl.com/honor-guard.html](http://www.gopatrickfl.com/honor-guard.html)

Part II FUNERAL HONORS REQUEST INFORMATION			
REQUESTOR INFORMATION			
Funeral Home or Requester Name	Funeral Director/Requester 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 <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 <input type="checkbox"/> South Florida National Cemetery <input type="checkbox"/> Private Cemetery <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> Take member's DD-214 and death certificate to local Post Office to obtain a flag.	
Additional Notes or Family Requests:			

Part II REQUESTING INSTRUCTIONS/INFORMATION	
<b>A member calls requester to verify honors request ONLY during normal business hours M-F 7:30 am-4:30 pm</b>	
<input type="checkbox"/> Please provide the Patrick SFB Honor Guard at least a 48 hour notice prior to this honors request when possible.	
<input type="checkbox"/> Provide a copy of the deceased member's DD 214 or equivalent service documentation for verification.	
<input type="checkbox"/> You may call office our office at (321) 494-7477/7478 Mon- Fri/7:30 AM-4:30 PM to verify or confirm receipt.	
<input type="checkbox"/> Call after hours line at (321) 616-5937 <b>ONLY</b> if honors request is within <b>48 hours and you have not received confirmation.</b>	
Note: Submission of this form is not an official request. You must receive verbal confirmation from an Honor Guard member*	
<b>If service is not USAF, AAC or AAF, please contact the appropriate servicing Honor Guard***</b>	
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: 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: 45 SW/CC 1201 Edward H. White II Street, Patrick SFB FL 32925-3299	

<input type="checkbox"/> Board	Fun. Dir. Requester: 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> _____