

# Survivor's Family Checklist

	Agency	Location	Telephone
	Casualty Assistance Office This office assists survivors of Soldiers and veterans. They can assist you with phone numbers and referrals.	Darling Hall 307 Chamberlain Ave., Suite 207 Fort Gordon, GA 30905	(706) 791-4212/1914
	DEERS/ID The deceased's ID card must be returned to the Department of the Army	Darling Hall 307 Chamberlain Ave., Suite 161 Fort Gordon, GA 30905	(706) 791-1930 1-800-538-9552
	Vehicle Registration The deceased's installation vehicle stickers must be removed from the car and returned to the vehicle registration office.	Darling Hall 307 Chamberlain Ave., Suite 207 Fort Gordon, GA 30905	(706) 791-3132
	Social Security Administration	115 Robert C. Daniel Pkwy Augusta, GA 3909	1-866-777-7887 or (706) 731-0685
	Defense Finance and Accounting System (DFAS) <b>Do not spend the last annuity check. It will be taken back!!</b>	Darling Hall 307 Chamberlain Ave., Rm 317 Fort Gordon, GA 30905	1-800-968-3778 or (706) 791-1338
	Veteran's Administration	VA Medical Center, Room 2D-105C 950 15 <sup>th</sup> Street P.O. Box 3692 Augusta, GA 30914	Contact a VA benefits office at 1-800-827-1000 or (706) 823-2218 Additional information is available at <a href="http://www.vba.va.gov">www.vba.va.gov</a>
	Tricare		1-866-777-7887
	Medicare		1-800-MEDICARE (1-800-633-4227) <a href="http://www.medicare.gov/">http://www.medicare.gov/</a>
	Banks		
	Insurance Companies		
	Mortgage Companies		
	Probate Judges office		
	County Vehicle Registration office		
	Driver's License office		

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Use the Survivor's Family Checklist to organize all of the documents that you may need at the time of your death. Keep this in a secure location known only by your Family members or estate executor.

Documents you will need include:

- \*The veteran's discharge certificate or DD214
- \*DD Form 1300 Report of Casualty or Death Certificate of both the deceased veteran and the deceased survivor
- \*DD Form 2064 (Overseas Death Certificate)
- The veteran's VA claims number or Social Security number/Card
- Social Security Cards for all family members
- The veteran's death certificate(Can be purchased through the funeral home and you need at least 12 certified copies)
- Government life insurance policy(SGLI) (This is only for the veteran)
- Thrift Savings Plan information (for the deceased veteran only)
- A copy of immigration documents (if any)
- A copy of Naturalization papers (if any)
- A copy of all marriage certificates and divorce decrees (if any)
- A copy of each child's birth certificate (or adoption order)
- Birth certificates (for all family members and veteran's to determine parents' benefits)
- Wills and Deeds of Trust
- Insurance policies (life, home, vehicles, boat, etc.)
- Income tax records (Last 3 years recommended)
- Copies of deeds, abstract, mortgages, rental contracts, etc.
- Documents referring to bank accounts (checking, savings), loans, securities, stocks, bonds, etc.
- References to safe deposit boxes
- Any reference to an outstanding debt
- Titles, automobile registrations

\*These documents will be issued by the government after the Soldier's death.

**It is up to you to find the documents and contact these agencies.**

**For additional information contact: Survivor Outreach Services  
Darling Hall  
307 Chamberlain, Suite 262  
Fort Gordon, GA 30905  
(706) 787-4SOS (4767)/1SOS (1767)  
Email: Gordon.sos@conus.army.mil**