

APPENDIX I: EXAMPLES OF BENEFICIARY ELIGIBILITY VERIFICATION DOCUMENTS

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I. Must Demonstrate Beneficiary Eligibility For Services

Table 67: Veteran Eligibility Documentation Requirements For 2023-24 Grant-Funded Services

Verify with ONE (1) document:

- 1) One (1) of the following (A-K) to establish qualifying Veteran service record:

**MUST PROVIDE
VALID TEXAS
DRIVER'S LICENSE,
ID, OR VOTER ID?**

VETERAN ELIGIBILITY DOCUMENTATION	
A) Department of Veterans Affairs eBenefits Summary Letter with Character of Service listed	
B) Uniform Services Identification Card	
C) Certification of Military Service	Required
D) DD-214* <i>Member Copy 4 with characterization of service discharge status</i>	Required
E) NGB-22	Required
F) NA Form 13038	Required
G) Veteran Health Identification Card issued by the Department of Veterans Affairs	
H) Veteran Identification Card issued by the Department of Veterans Affairs	
I) Department of Veterans Affairs Summary Letter with Character of Service listed	Required
J) State of Texas Issued Driver License with Veteran designation	
K) Department of Veterans Affairs eBenefits Summary Letter with Character of Service listed	Required
L) Certificate verifying Active-Duty Status from Department of Defense Manpower Data Center	Required

Table 68: Veteran Family Eligibility Documentation Requirements For 2023-24 Grant-Funded Services

Verify with TWO (2) documents:

- 1) ONE (1) of the following (A-D) to establish family relationship
- 2) AND One of the forms (A-L) listed in “Table 67: Veteran Eligibility Documentation Requirements For 2023-24 Grant-Funded Services” on page 115 to establish qualifying Veteran service record

**MUST PROVIDE
VALID TEXAS
DRIVER’S LICENSE,
ID, OR VOTER ID?**

VETERAN’S DEPENDENT ELIGIBILITY DOCUMENTATION	
A) Uniform Services Identification Card	
B) Marriage Certificate	Required
C) Birth Certificate	Required
D) Adoption Certificate	Required

Table 69: Surviving Spouse Eligibility Documentation Requirements For 2023-24 Grant-Funded Services

Verify with TWO (2) documents:

- 1) ONE (1) of the following (A-C) to establish family relationship
- 2) AND One of the forms listed in “Table 67: Veteran Eligibility Documentation Requirements For 2023-24 Grant-Funded Services” on page 115 to establish qualifying Veteran service record

**MUST PROVIDE
VALID TEXAS
DRIVER’S LICENSE,
ID, OR VOTER ID?**

VETERAN’S SURVIVING SPOUSE ELIGIBILITY DOCUMENTATION	
A) Uniform Services Identification Card	
B) Marriage Certificate	Required
C) Death Certificate	Required

A. Retain records of beneficiary eligibility

Grantees are responsible for retaining proof of eligibility for at least three years after the year's closeout report is submitted.

B. Confirm eligibility before providing services

FVA staff recommends that you confirm the beneficiary's eligibility before you provide services.

C. Proof of name change(s) required

If the current legal name of the Beneficiary or Veteran is different from the name listed on the eligibility documents, grantee must request and maintain proof of legal name change in addition to the document(s) permitted by your grant contract.

EXAMPLES OF BENEFICIARY ELIGIBILITY VERIFICATION DOCUMENTS

B. NGB-22

DEPARTMENTS OF THE ARMY AND THE AIR FORCE NATIONAL GUARD BUREAU REPORT OF SEPARATION AND RECORD OF SERVICE FOR USE OF THIS FORM, SEE NGR (AR) 600-309. THE PROPCONENT AGENCY IS NGB-ARR-PE.														
REPORT OF SEPARATION AND RECORD OF SERVICE IN THE 1. <u>Army</u> NATIONAL GUARD OF <u>CONNECTICUT</u> RESERVE OF THE 7. <u>ARMY</u>						AND AS A								
1. Insert either Army or Air						2. Enlisted personnel only - insert only Army or Air Force								
1. LAST NAME - FIRST NAME - MIDDLE NAME D'ELLIOTTI BRIAN ANDREW				2. DEPARTMENT, COMPONENT AND BRANCH ARMY/ARNDUS				3. SSN [REDACTED]						
4. DATE OF ENL	YR	MO	DA	5a. RANK	5b. PAY GRADE	6. DATE OF SEPAR	YR	MO	DA	7. DATE OF BIRTH	YR	MO	DA	
06	03	06		SQT	SS	08	12	08		74	04	16		
8a. STATION OR INSTALLATION AT WHICH EFFECTED HHC 160 MP BN (AR), NANTIC, CT 06257-2547									8b. EFFECTIVE DATE			YR	MO	DA
												13	12	04
9. COMMAND TO WHICH TRANSFERRED NA						10. RECORD OF SERVICE			YRS	MO'S	DA'S			
						(a) NET SERVICE THIS PERIOD			07	08	26			
						(b) PRIOR RESERVE COMPONENT SERVICE			02	05	16			
						(c) PRIOR ACTIVE FEDERAL SERVICE			04	00	00			
						(d) TOTAL SERVICE FOR PAY			14	02	12			
						(e) TOTAL SERVICE FOR RETIRED PAY			12	04	16			
11. TERMINAL DATE OF RESERVE/MILITARY SERVICE OBLIGATION				YR	MO	DA	12. PERIOD OF SERVICE							
2013				12	04									
12. MILITARY EDUCATION (Source: 10a. number of weeks, month, and year completed)						13. PERIOD OF SERVICE (Additional specialty numbers and titles)								
IMAGERY GROUND STATION OPS OP. 25 WKS, AUG 02/01/18 INTERIOR ELECTRICIAN PWS. 2 WKS, APR 09/MLC. 2 WKS, MAR 14/NOTHING FOLLOWS						12R30. INTERIOR ELECTRICIAN, 20080209 36220. GEOSPACIAL INTELLIGENCE IMAGERY ANALYST, 20081023 36410. IMAGERY GROUND STATION OP, 20080223/NOTHING FOLLOWS								
14. HIGHEST EDUCATION LEVEL SUCCESSFULLY COMPLETED SECONDARY/HIGH SCHOOL 12 YRS /21/12 COLLEGE 4 YRS						15. DECORATIONS, MEDALS, BADGES, COMMENDATIONS, CITATIONS AND CAMPAIGN ribbons (See AR 600-107) (Check Award has or issued)								
						ARMY 200CMD, ARMY 15AR-COMP ACH/MT MCL, ONTL CER-SVC-MCL, MMU C-1400-PROP DEV/RSN, USARMY-SVC-RSN-MOS-SVC-RSN-20PMED-PCS-R 05 MCL, M-M DEVICE, MOWUTBM 1CASANDR-1CTMOBSP-1/NOTHING FOLLOWS								
16. SERVICEMAN'S GROUP LIFE INSURANCE COV			17. PERSONNEL SECURITY INVESTIGATION			18. REMARKS								
YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>			a. TYPE SBI - performed and is not currently certified for SI access			DTAG ORDER 311 027 DATED 20131204/ASSIGNMENT/LOSS CODE: ER/SRIP. NO SERVICE IN KOSOVO 2001135-20010601/SOLDIER SERVED IN OPERATION DESERT SPRING/SERVICE IN IRAQ 2002127-200212/20060717-20100614/ORDERED TO ACTIVE DUTY IN SUPPORT OF OPERATION IRAQI FREEDOM UAW 15 USC 1332/NGB FORM 22 AND NGB FORM 55 WERE MAILED TO SOLDIER'S LAST KNOWN ADDRESS AS SHOWN IN ITEM 19/NOTHING FOLLOWS								
AMT \$ 0			b. DATE COMPLETED Top Secret with sensitive compartmented information/20120617											
19. MAILING ADDRESS AFTER SEPARATION (Street, RFD, City, County, State and Zip Code)						20. SIGNATURE OF PERSON BEING SEPARATED								
1780 SOUTH MAIN STREET MIDDLETOWN, CT 06457						SOLDIER NOT AVAILABLE FOR SIGNATURE								
21. THIRD NAME, GRADE AND TITLE OF AUTHORIZING OFFICER CHRISTOPHER D. MACKENZIE, CWS, SPOERS CHIEF						22. SIGNATURE OF OFFICER AUTHORIZED TO SIGN 								
23. AUTHORITY AND REASON NGB 600-205, PARAGRAPH 6-35A, AR 135-678 PARAGRAPH 4-25/NOTHING FOLLOWS														
24. CHARACTER OF SERVICE NUMBER				25. TYPE OF CERTIFICATE USED NGB Form 55				26. REENLISTMENT ELIGIBILITY RE-1						
27. <input checked="" type="checkbox"/> REQUEST				<input type="checkbox"/> INCLUDE COPIES OF W1 NGB FORM 22				INITIALS _____						
NGB FORM 22 1 Nov 98				(Replaces NGB Form 22, dated 1 Feb 82, which is obsolete)				MPRLJ (3)						

EXAMPLES OF BENEFICIARY ELIGIBILITY VERIFICATION DOCUMENTS

NA Form 13038 Examples (Continued)

UNITED STATES OF AMERICA



***Certification of
Military Service***

<i>This certifies that</i>	
<i>was a member of the</i>	United States Navy
<i>from</i>	AUGUST 22, 1980
<i>to</i>	AUGUST 8, 1983
<i>Service was terminated by</i>	Honorable Discharge
<i>Last Grade, Rank, or Rating</i>	AME3
<i>Active Service Dates</i>	Same As Above

Date of Birth:  Place of Birth: BROWNSVILLE, TEXAS

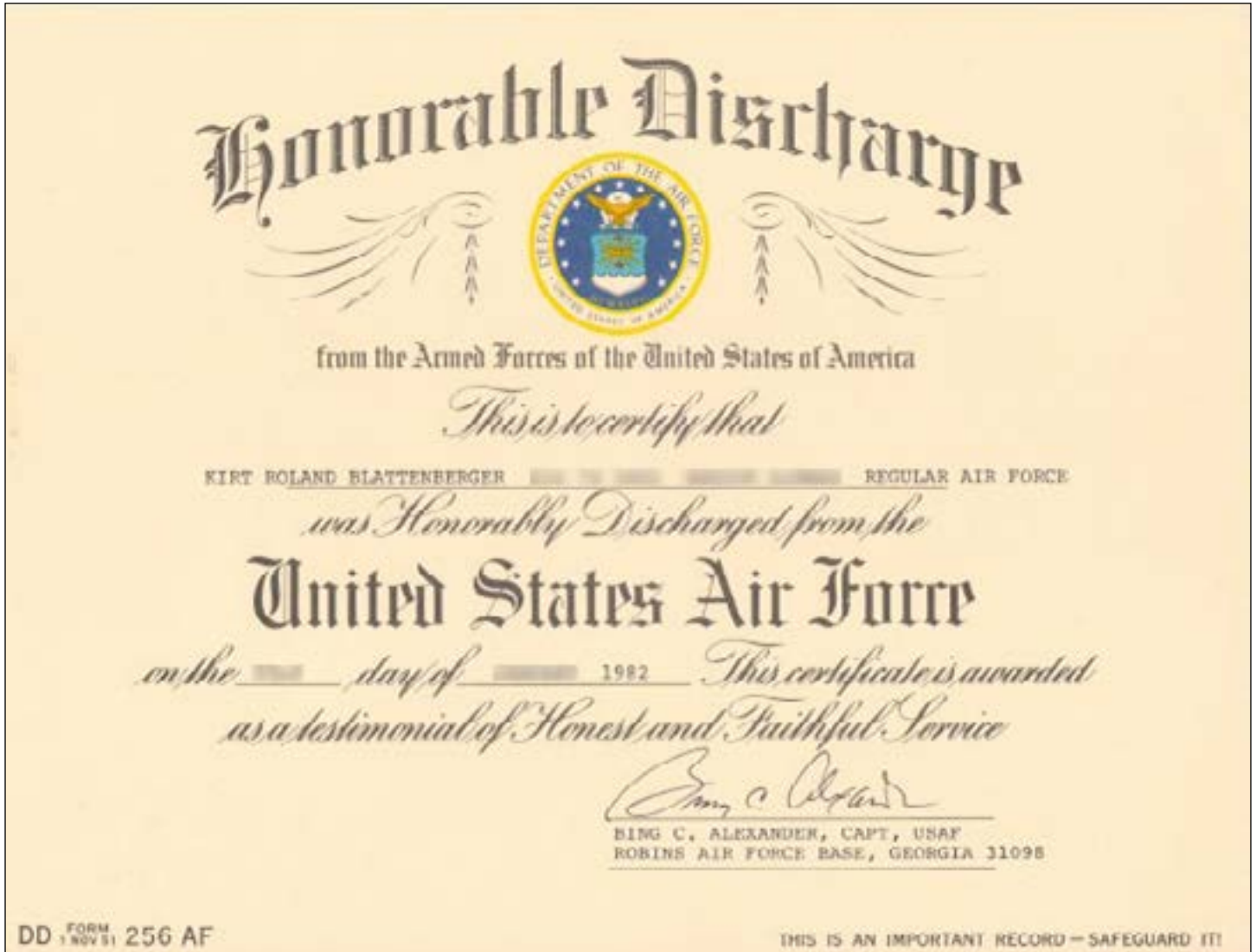
Given at St. Louis, Missouri on 06/25/2009

*National Personnel Records Center
(Military Personnel Records)
National Archives and Records Administration*

THE ARCHIVIST OF THE UNITED STATES IS THE PHYSICAL CUSTODIAN OF THIS PERSON'S MILITARY RECORD
This Certification of Military Service is issued in the absence of a copy of the actual Report of Separation or its equivalent. This document serves as verification of military service and may be used for any official purpose. Not valid without official seal.

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION NA FORM 13038 (REV. 04-01)

D. Honorable Discharge Certificate



Honorable Discharge

DEPARTMENT OF THE AIR FORCE
UNITED STATES OF AMERICA

from the Armed Forces of the United States of America

This is to certify that

KIRT ROLAND BLATTENBERGER [REDACTED] REGULAR AIR FORCE

was Honorably Discharged from the

United States Air Force

on the [REDACTED] day of [REDACTED] 1982. This certificate is awarded

as a testimonial of Honest and Faithful Service

Bing C. Alexander

BING C. ALEXANDER, CAPT, USAF
ROBINS AIR FORCE BASE, GEORGIA 31098

DD FORM 256 AF NOV 81

THIS IS AN IMPORTANT RECORD - SAFEGUARD IT!

E. Uniform Services Identification Card

NOTE: In recent years, the Department of Defense has made significant changes to the appearance of Uniformed Services Identification cards.

REMOVAL OF SSN FROM DOD ID CARDS

The Department of Defense (DoD) is removing SSNs from Common Access Cards (CACs) and Uniformed Services Identification (USID) Cards to protect the personal identity information of cardholders.

...

Cards with the SSN remain valid until replaced. Changes to ID cards will be made upon ID card renewal.

Source: SSN Removal Informational Trifold



https://www.cac.mil/Portals/53/Documents/SSNReductionTrifold_201409.pdf

1. Geneva Conventions Identification Card Examples



2. Next Generation Uniformed Services Identification Card Examples


Source: <https://www.cac.mil/Next-Generation-Uniformed-Services-ID-Card/>

USID CARD TYPE	EXAMPLE	RECIPIENTS
<p>Armed Forces of the United States Geneva Conventions Identification Card</p>		<ul style="list-style-type: none"> Members of the Individual Ready Reserves and Inactive National Guard Non-CAC-eligible civilian noncombatant personnel deployed in conjunction with military operations overseas
<p>U.S. Department of Defense / Uniformed Services Sponsor Identification and Privilege Card</p>		<ul style="list-style-type: none"> Retired members entitled to retired pay Members of the Temporary Disability Retired List (TDRL) Members of the Permanent Disability Retired List (PDRL) Retired members of the Reserves and National Guard Medal of Honor recipients 100% Disabled Veterans Former members in receipt of retired pay Transitional Health Care Member (TAMP) Full-time paid United Service Organizations (USO) personnel when serving OCONUS United Seaman's Service (USS) Personnel OCONUS Officers and Crews of MSC vessels deployed to foreign countries Select Employer Support of the Guard and Reserve (ESGR) personnel Other benefits-eligible categories as described in DoD policy

3. Pre-2020 Uniformed Services Identification Card Examples

Source: <https://www.cac.mil/Next-Generation-Uniformed-Services-ID-Card/>

USID CARD TYPE	EXAMPLE	RECIPIENTS
DD Form 2 (Reserve)	 <p>A sample DD Form 2 (Reserve) Uniformed Services Identification Card. The card is green and white. It features the Department of Defense seal on the left, a central photo of a man, and the Department of Defense seal on the right. The name 'SAMPLE' is printed in the center. The text 'ARMED FORCES OF THE UNITED STATES' is at the top, and 'UNIFORMED SERVICES IDENTIFICATION CARD' is at the bottom.</p>	<ul style="list-style-type: none"> Members of the Individual Ready Reserves and Inactive National Guard
DD Form 2 (Retired)	 <p>A sample DD Form 2 (Retired) Uniformed Services Identification Card. The card is blue and white. It features the Department of Defense seal on the left, a central photo of a man, and the Department of Defense seal on the right. The name 'SAMPLE' is printed in the center. The text 'UNITED STATES UNIFORMED SERVICES' is at the top, and 'UNIFORMED SERVICES IDENTIFICATION CARD' is at the bottom.</p>	<ul style="list-style-type: none"> Retired members entitled to retired pay Members of the Temporary Disability Retired List (TDRL) Members of the Permanent Disability Retired List (PDRL)
DD Form 2 (Reserve Retired)	 <p>A sample DD Form 2 (Reserve Retired) Uniformed Services Identification Card. The card is pink and white. It features the Department of Defense seal on the left, a central photo of a man, and the Department of Defense seal on the right. The name 'SAMPLE' is printed in the center. The text 'UNITED STATES UNIFORMED SERVICES' is at the top, and 'UNIFORMED SERVICES IDENTIFICATION CARD' is at the bottom.</p>	<ul style="list-style-type: none"> Retired members of the Reserves and National Guard under the age of 60

USID CARD TYPE	EXAMPLE	RECIPIENTS
DD Form 2765		<ul style="list-style-type: none"> • Medal of Honor recipients • 100% Disabled American Veterans (DAV) • Former members in receipt of retired pay • Transitional Health Care Member (TAMP) • Full-time paid personnel of the USO when serving outside the United States • United Seaman’s Service (USS) personnel when serving outside the United States • Officers and Crews of MSC Vessels deployed to foreign countries • Select Employer Support of the Guard and Reserve (ESGR) personnel • Other benefits-eligible categories as described in DoD policy

F. Certificate verifying Active Duty Status from Department of Defense Manpower Data Center

Department of Defense Manpower Data Center
Results as of: Dec 05-2019 05:00:20 PM
SORA 4.8

Status Report
Pursuant to Servicemembers Civil Relief Act

SSN: ██████████
 Birth Date: Apr-XX-1986
 Last Name: CASSELMAN
 First Name: JOHN
 Middle Name: BRANDON
 Status As Of: ██████████
 Certificate ID: 2V7S7YJMM8MXS99

On Active Duty (on Active Duty Status Date)			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects the individual's active duty status based on the Active Duty Status Date.			


Left Active Duty Within 90 Days of Active Duty Status Date			
Active Duty Start Date	Active Duty End Date	Status	Service Component
NA	NA	No	NA
This response reflects where the individual left active duty status within 90 days preceding the Active Duty Status Date.			

The Number of Hours Left (not subject of a Public Call) to Active Duty (on Active Duty Status Date)			
Order Notification Start Date	Order Notification End Date	Status	Service Component
NA	NA	No	NA
This response reflects whether the individual or their unit has received early notification to report for active duty.			


Upon searching the data banks of the Department of Defense Manpower Data Center, based on the information that you provided, the above is the status of the individual on the active duty status date as to all branches of the Uniformed Services (Army, Navy, Marine Corps, Air Force, NOAA, Public Health, and Coast Guard). This status includes information on a Servicemember or his/her unit receiving notification of future orders to report for Active Duty.

Michael V. Sorrento, Director
 Department of Defense - Manpower Data Center
 400 Gaging Rd.
 Seaside, CA 93955

G. Department of Veterans Affairs Summary Letter

	DEPARTMENT OF VETERANS AFFAIRS 810 Vermont Ave NW Washington, D.C. 20420		
October 07, 2016			
John Doe 100 1st Street Leander, TX 78641	In Reply Refer to: xxx-xx-1234 27/eBenefits		
Dear Mr. Doe:			
This letter certifies that John Doe was discharged from the U.S Armed Forces having served during the following period(s):			
Branch of Service	Entered Active Duty	Discharged	Character of Service
Army	January 12, 1987	August 31, 2012	Honorable
(You may have additional periods of service not listed above.)			

H. Department of Veterans Affairs eBenefits Summary Letter

 Department of Veterans Affairs 2101 ELM ST FARGO ND 58102	December 26, 2013
===== ===== =====	Veteran's Name: Joe B. Veteran
Joe B. Veteran 124 America Way WEST FARGO ND 58078	
<p>This letter is a summary of benefits you currently receive from the Department of Veterans Affairs (VA). We are providing this letter to disabled Veterans to use in applying for benefits such as housing entitlements, free or reduced state park annual memberships, state or local property or vehicle tax relief, civil service preference, or any other program or entitlement in which verification of VA benefits is required. Please safeguard this important document. This letter replaces VA Form 20-5455, and is considered an official record of your VA entitlement.</p>	
--America is Grateful to You for Your Service--	
Our records contain the following information:	
Personal Claim Information:	
Your VA claim number is: 000-00-0000	
You are the Veteran	
Military Information:	
Your character(s) of discharge and service date(s) include:	
Army, Honorable, 12-Jan-2005 - 29-Apr-2005	
Army, Honorable, 01-Dec-2005 - 29-Apr-2007	
Army, Honorable, 18-Jan-2008 - 08-Mar-2009	
(You may have additional periods of service not listed above)	
VA Benefits Information:	
Service-connected disability: Yes	
Your combined service-connected evaluation is: 90 PERCENT	
The effective date of the last change to your current award was: 01-DEC-2013	
Your current monthly award amount is: \$0,000.00	
Are you being paid at the 100 percent rate because you are unemployable due to your service-connected disabilities: Yes	
You should contact your state or local office of Veterans' affairs for information on any tax, license, or fee-related benefits for which you may be eligible. State offices of Veterans' affairs are available at http://www.va.gov/statedva.htm .	
Need Additional Information or Verification?	
If you have any questions about this letter or need additional verification of VA benefits, please call us at 1-800-827-1000. If you use a Telecommunications Device for the Deaf (TDD), the number is 1-800-829-4833. Send electronic inquiries through the Internet at https://iris.va.gov .	
Sincerely yours,	
John Smith VETERANS SERVICE CENTER MANAGER	

I. Department of Veterans Affairs Disability Letter



**Department of
Veterans Affairs**

PO BOX 1437
ST PETERSBURG FL 33731

January 13, 2011

Veteran's Name:

MICHAEL [REDACTED]
[REDACTED]
PANAMA CITY FL 32404

This letter is a summary of benefits you currently receive from the Department of Veterans Affairs (VA). We are providing this letter to disabled Veterans to use in applying for benefits such as housing entitlements, free or reduced state park annual memberships, state or local property or vehicle tax relief, civil service preference, or any other program or entitlement in which verification of VA benefits is required. Please safeguard this important document. This letter replaces VA Form 20-5455, and is considered an official record of your VA entitlement.

--America is Grateful to You for Your Service--

Our records contain the following information:

Personal Claim Information:

Your VA claim number is: [REDACTED]
You are the Veteran

Military Information:

Your character(s) of discharge and service date(s) include:
Air Force, Honorable, 09-Jan-1986 - 25-Jan-1996
Air Force, Honorable, 30-Sep-2001 - 15-Jan-2004
Air Force, Honorable, 17-Feb-2007 - 12-Sep-2008
(You may have additional periods of service not listed above)

VA Benefits Information:

Service-connected disability: Yes
Your combined service-connected evaluation is: 100 PERCENT
Your current monthly award amount is: \$2,823.00
Are you being paid at the 100 percent rate because you are unemployable due to your service-connected disabilities: Not Indicated
Are you considered to be totally and permanently disabled due to your service-connected disabilities: Yes
Have you received a Specially Adapted Housing (SAH) and/or Special Home Adaptation (SHA) grant: No

You should contact your state or local office of Veterans' affairs for information on any tax, license, or fee-related benefits for which you may be eligible. State offices of Veterans' affairs are available at <http://www.va.gov/statedva.htm>.

J. State of Texas Issued Drivers License with Veteran designation



1 2 3



1 2 3



1 2

Texas Drivers Licenses and Identification Cards with Veteran designation include a label on the lower front of the card.

This label includes:

- 1) the word “Veteran”
- 2) a United States flag icon
- 3) the name of their branch of service:
 - ✓ Air Force
 - ✓ Army
 - ✓ Coast Guard
 - ✓ Marine Corps
 - ✓ Navy
 - ✓ Space Force

Texas Drivers Licenses and Identification Cards with the Disabled Veteran designation include a label on the lower front of the card.

This label includes:

- 1) the words “Disabled Veteran”
- 2) a United States flag icon

III. Veteran Family Eligibility Documents

All veteran family members must demonstrate eligibility to receive services through proving


- 1) Details of the veteran's service record match the definition of a veteran in your grant contract
AND
- 2) Details of the presenting family member's veteran family status match the allowed supporting documents in your grant contract

A. Uniform Services Identification Card



With the other items required in “II. Veteran Service Record Documentation” on page 118 Proves family status for beneficiary.

Source: <https://www.cac.mil/Next-Generation-Uniformed-Services-ID-Card/>

1. Next Generation Uniformed Services Identification Card Examples

USID CARD TYPE	EXAMPLE	RECIPIENTS
<p>U.S. Department of Defense / Uniformed Services</p> <p>Dependent Identification and Privilege Card</p>		<p>Dependents of:</p> <ul style="list-style-type: none"> • Active duty Service members of the regular components • Reserve component Service members on active duty for more than 30 days • Retirees • Medal of Honor recipients • Former members in receipt of retired pay • Transitional Health Care Members (TAMP) • 100% Disabled Veterans • Ship’s Officers and Crewmembers of NOAA Vessels • Reserve members not on active duty or in receipt of retired pay • Former members not in receipt of retired pay • Reserve Service members who die after receipt of NOE <p>Surviving Dependents of:</p> <ul style="list-style-type: none"> • Active duty and retired Service members • Medal of Honor recipients • Other benefits-eligible categories as described in DoD policy

2. Pre-2020 Uniformed Services Identification Card Examples

USID CARD TYPE	EXAMPLE	RECIPIENTS
DD Form 1173	 <p>A sample of a DD Form 1173 USID Card. The card is orange and white. It features the United States Uniformed Services logo on the left, a photo of a man in the center, and the word 'SAMPLE' in large letters. The card includes fields for name, rank, and other identifying information.</p>	<p>Dependents of:</p> <ul style="list-style-type: none"> Active-duty Service members of the regular components; Reserve component Service members on active duty for more than 30 days; retirees; Medal of Honor recipients; former members in receipt of retired pay; Transitional Health Care Members (TAMP); 100% Disabled American Veterans (DAV); and Ship's Officers and Crewmembers of NOAA Vessels <p>Surviving dependents of:</p> <ul style="list-style-type: none"> active-duty and retired military members; Medal of Honor recipients; 100% Disabled American Veterans (DAV) <p>Accompanying family members of authorized civilian personnel overseas</p> <p>Eligible dependents of foreign military</p> <p>Other benefits-eligible categories as described in DoD policy</p>
DD Form 1173-1	 <p>A sample of a DD Form 1173-1 USID Card. The card is pink and white. It features the United States Uniformed Services logo on the left, a photo of a man in the center, and the word 'SAMPLE' in large letters. The card includes fields for name, rank, and other identifying information.</p>	<p>Dependents of:</p> <ul style="list-style-type: none"> Reserve members not on Active Duty or in receipt of retired pay; former members not in receipt of retired pay; Reserve Service members who die after receipt of Notice of Eligibility Other benefits-eligible categories as described in DoD policy

B. Marriage Certificate

A marriage certificate is a certified copy of the marriage license filed with the county clerk's office. This is a document that proves a servicemember is legally married to the named individual.

Heirloom Certificates issued by the Texas Department of State Health Services are not a legal certificate of marriage, and do not establish a marriage relationship.

Must Include:

- i) Names of parties
- ii) Date of marriage

AND

- iii) Location of marriage

NOTE: If the prospective beneficiary or beneficiaries represent they are married through a common law marriage, the dependent must provide copy of the common law marriage certificate filed with the county in order to demonstrate their eligibility for TVC grant-funded services.

C. Birth Certificate

A birth certificate is a vital record that documents the birth of a child. Short form and long form certificates both acceptable.

Must include:

- i) Name of individual
- ii) Date of birth
- iii) Place of birth
- iv) Gender
- v) Parent's name(s)

AND

- vi) Relationship to eligible veteran

D. Adoption Certificate

An adoption certificate is a vital record that documents the original birth and later adoption of an individual.

Must include:

- i) Name of individual
- ii) Date of birth
- iii) Place of birth
- iv) Gender
- v) Adoptive parent's name(s)

AND

- vi) Relationship to eligible veteran

E. Death Certificate for the Veteran

A death certificate is a certified copy of the original death certificate for a Texas veteran filed with the state.

Must include:

- i) Servicemember's name
- ii) Name of surviving spouse
- iii) Servicemember's gender
- iv) Servicemember's date of death
- v) Servicemember's city of death

AND

- vi) a history of any corrections that have been made to the death record