

Register of Deeds  
P.O. Box 70  
Norton, KS 67654

Wanda M. Vincent  
Register  
785-877-5765

REQUEST FOR DD 214 OR MILITARY RECORD

Effective July 1, 2004, the Kansas Open Records Act Exempts Military Discharge (DD 214) records, amending K.S.A., 2003 Supp.-45-221 adding Exemption No. -46 (among others) access to said records is now restricted to dischargee or his/her descendants or agents.

To obtain a copy, check the appropriate line, sign and date on the line provided.  
We will require photo ID.

\_\_\_\_\_ I am the Dischargee shown on the DD 214.

\_\_\_\_\_ I am the Dischargee's immediate family member (State relationship) \_\_\_\_\_  
(Wife, husband, widow or widower (not remarried), son, daughter, father, mother,  
brother or sister or other lineal descendant (State Specific type)

\_\_\_\_\_ I am the licensed funeral director who has custody of the body of the deceased  
Dischargee. License# \_\_\_\_\_

\_\_\_\_\_ I represent a department or agency of the federal or state government or a  
political subdivision thereof (when the form is required to perfect the claim  
of military service or honorable discharge or a claim of a dependent.)

\_\_\_\_\_ I have written approval of the commissioner of veterans' affairs to perform  
research. (Copy of said approval will be attached to the form)

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Type of ID \_\_\_\_\_

Dischargee's Name \_\_\_\_\_

Reason for Request \_\_\_\_\_

Signature \_\_\_\_\_

Register of Deeds, Deputy or Clerk \_\_\_\_\_

Signature on a request for DD 214 or Military Record submitted by mail shall be acknowledged using the form below.

State of \_\_\_\_\_

County of \_\_\_\_\_

This instrument was acknowledged before me on \_\_\_\_\_ month/day/year)

by \_\_\_\_\_ (name of person who signs above request).

\_\_\_\_\_

(Signature of notarial officer)

(Seal)

My appointment expires: \_\_\_\_\_