

AFFIDAVIT
As required by §17.1-265 of the Code of Virginia

Military discharge papers (DD214) are no longer public documents and may only be accessed by one of the following classes of applicants.

1. The subject of the record.
2. The duly qualified conservator or guardian of the subject of the record.
3. The duly qualified executor or administrator of the estate of the subject of the record, if deceased, or, in the event no executor or administrator has been appointed, the next of kin of the deceased subject.
4. An attorney, attorney in fact or representative of any persons described in subdivision 1,2 or 3, acting pursuant to a written power of attorney or other written authorization.
5. A duly authorized representative of any agency or instrumentality of federal, state or local government seeking the record in the ordinary course of performing its official duties.

I do hereby swear, under oath, that my application to see or have copies made of the military discharge records of _____, is made pursuant to subdivision # _____ above. My name is _____, and I am acting in the capacity listed in the cited subdivision. This request is being made this _____ day of _____, 20____.

Applicant

The person signing this affidavit has presented the proper authority, pursuant to the subdivision cited and has shown a proper photo identification to prove his/her identity and has taken the oath above on this _____ day of _____, 20____.

Deputy Clerk