

Name: \_\_\_\_\_

ETS: \_\_\_\_\_

## MILITARY FUNERAL HONORS PARTICIPANT CHECKLIST

Check When Completed	Documents	Date Turned in and Initialed by MFH Office Personnel
_____	Participant Information Sheet	_____
_____	Copy of Photo ID 1. Civilian Drivers License 2. Military Drivers License	_____
_____	Letter of Recommendation 1 by Soldiers Company Commander	_____
_____	Letter of Recommendation 2 by Soldiers Readiness NCO	_____
_____	Funeral Honors Statement	_____
_____	Copy of Last APFT and 5500-R Male OR 5501-R Female	_____
_____	Copy of Accident Avoidance	_____

### Complete after the Soldier returned the above items

_____	Initial Counseling	_____
_____	GSA Agreement Signed and Dated Memo by AR State Coordinator	_____
_____	Statement of Agreement	_____

### Complete AFTER Program Manager signs the SOA

_____	Hand Receipt (Supply NCO)	_____
_____	Add to Call Roster (AC)	_____
_____	Add to Tasking List (AC)	_____
_____	File Signed SOA (AC)	_____

Who recruited you? \_\_\_\_\_

How did you hear about the program? \_\_\_\_\_

\_\_\_\_\_

## PARTICIPANTS INFORMATION SHEET

**RANK:** \_\_\_\_\_

**ETS:** \_\_\_\_\_

**NAME:** \_\_\_\_\_  
(LAST)

\_\_\_\_\_ (FIRST) \_\_\_\_\_ (MI)

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_

**STATE:** \_\_\_\_\_

**ZIP:** \_\_\_\_\_

**SSN:** \_\_\_\_\_

**DOB:** \_\_\_\_\_

**HOME PHONE:** \_\_\_\_\_

**CELL PHONE:** \_\_\_\_\_

**WORK PHONE:** \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_

**ALT EMAIL ADDRESS:** \_\_\_\_\_

### PROFILE OR FLAGS

**FLAG STATUS OR PROFILES:** \_\_\_\_\_  
 \_\_\_\_\_

### UNIT INFORMATION

**UNIT:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_

**READINESS NCO:** \_\_\_\_\_

**CO COMMANDER:** \_\_\_\_\_

### EMPLOYER INFORMATION

**EMPLOYER:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**POSITION:** \_\_\_\_\_

### COLLEGE INFORMATION

**COLLEGE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

(CIRCLE ONE THAT APPLIES)    FRESHMAN    SOPHOMORE    JUNIOR    SENIOR

**ROTC:**    YES    NO

### SCHEDULES

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>WORK</b>							
<b>SCHOOL</b>							



REPLY TO  
ATTENTION OF:

DEPARTMENT OF THE ARMY

NGAR-BIN-BC

8 January 2013

MEMORANDUM FOR: MILITARY FUNERAL HONORS PROGRAM

SUBJECT: Letter of Recommendation for Soldiers Name

1. I would like to recommend the above Soldier for consideration for the Military Funeral Honors Program. I served as Soldiers Name Commander and he is an outstanding Soldier. I feel that he is a great credit to the National Guard, and would be a credit to the Military Funeral Honors Program.
2. To my knowledge Soldiers Name has no pending or adverse action (military or civilian) against them within the last twelve months.
3. Point of Contact is the undersigned at phone or email.

name  
CPT, IN, AR ARNG  
Commander



REPLY TO  
ATTENTION OF:

DEPARTMENT OF THE ARMY

NGAR-BIN-BC

8 January 2013

MEMORANDUM FOR: MILITARY FUNERAL HONORS PROGRAM

SUBJECT: Letter of Recommendation for Soldiers Name

1. I would like to recommend the above Soldier for consideration for the Military Funeral Honors Program. I served as Soldiers Name Readiness NCO and he is an outstanding Soldier. I feel that he is a great credit to the National Guard, and would be a credit to the Military Funeral Honors Program.
2. To my knowledge Soldiers Name has no pending or adverse action (military or civilian) against them within the last twelve months.
3. Point of Contact is the undersigned at Phone or email.

SFC, AR ARNG  
Readiness NCO

## MILITARY FUNERAL HONORS STATEMENT

**H**andpicked to serve as a member of the AR ARNG Honor Guard my standards of conduct and level of professionalism must be above reproach, for I represent all others in my service.

**O**thers earned the right for me to wear the ceremonial uniform one that is honored in a rich tradition and history; I will honor their memory by wearing it properly and proudly.

**N**ever will I allow my performance to be dictated by the type of ceremony, severity of the temperature, or the size of the crowd. I will remain superbly conditioned to perfect all movements throughout every drill and ceremony.

**O**bligated by oath I am constantly driven to excel by a deep devotion to duty and a strong sense of dedication.

**R**epresenting every member, past and present, of the United States Army and the Armed Forces, I vow to stand sharp, crisp and motionless, for I am an Arkansas Army National Guard Military Funeral Honor Guardsman.

Why do you want to be a part of the Arkansas Army National Guard Military Funeral Honors Program? (Give a brief description)

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\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

"Honoring those who served"