

## **Memorial Service Process at USNA**

### **Prepared for USNA 1966 Classmates**

A Memorial Service for at the US Naval Academy for the deceased spouse can be prepared as simple or complicated as desired by the surviving family.

Listed below are many considerations for that process.

- DD-214 Form Required for DoD Funeral
- Memorial Service Request
  - If at USNA, the following may apply.
  - Phone Call Request to USNA Memorial Affairs: 410-293-1101  
<https://www.usna.com/memorial-affairs-services-on-the-yard>
    - Chapel Service Request, Get Assigned the Date
    - Religious Service or not Request
    - Organist Request
    - Vocalist Request(s), eg, Scripture Readers, Singers, etc.
    - More?
- Columbarium Inurnment Request, Get assigned the Date
  - Request Grave-side service or not
  - Purchase Urn (USNA Signcraft LLC Contract or other Urn suppliers?)
  - Arrange for Niche Door engraving (Pay Alumni Assoc to have it done)
  - More?
- Naval Academy Club Memorial Get-Together
  - If food desired, arrange it with USNA Catering
  - More?
- Other Location Memorial Get-Together
  - If food desired, arrange it with Other Location Catering
  - More?