

## **REQUEST FOR DD 214**

Generally the Colorado Open Records Act permits access to a variety of information. However, such access is denied when it would be contrary to any State or Federal statute or regulation (CRS 24-72-204).

While Colorado permits members of the military who have separated from service to file their DD 214 at no cost with the Clerk and Recorder, federal law (5USC 552(b)(6)) restricts access to such personnel, medical and similar files.

The National Archives and Records Administration (NARA) has formulated certain requirements for the dissemination of military records such as the DD 214, and this office adopts those requirements.

Copies of DD 214's are available to Veterans and next-of-kin of deceased veterans. Next-of-kin are the unremarried widow or widower, son or daughter, father or mother, brother or sister of the deceased veteran.

Authorized third party requesters, e.g., lawyers, doctors, historians, etc., may submit requests for copies of a DD 214 from individual records with the veteran's (or next of kin's) signed and dated authorization.

### **FOR A COPY OF A DD 214 PLEASE COMPLETE THE FOLLOWING AUTHORIZATION:**

"I AUTHORIZE the Douglas County Clerk and Recorder to release to me, or

\_\_\_\_\_ a copy of my DD 214."

(Name of Person Authorized to Receive Copy)

\_\_\_\_\_  
(Veteran's Name: Please Print)

\_\_\_\_\_  
(Veteran's Date of Birth)

\_\_\_\_\_  
(Veteran or Next of Kin Signature)

\_\_\_\_\_  
(Type of ID or Verification Shown)