How to Obtain a Free Soldier's Monument

Submitted by Martha J. Kounse

1. For Civil War Soldiers, under the Soldiers name, find the Regiment and Unit in the "Official Roster of Ohio Soldiers", or go online.

2. Get a copy of the registration card from the Recorder's Office at the courthouse. If there is no registration card at the Recorder's Office, make a copy of the page from the "Official Roster of Ohio Soldiers".

3. For other wars, send a copy of the Soldier's discharge. Do not send original copy.

4. Fill out Form 40-1330 obtained from the Department of Veterans Affairs online or from the courthouse.

5. Attach a copy of the Registration card or the "Official Roster of Ohio Soldiers" with the soldiers information. If you need help on filling out the Form 40-1330, go here.

6. Contact the cemetery's caretaker or township trustee to sign the letter, if desired.

7. Send the letter back to the Department of Veterans Affairs. Their address is:

 Memorial Program Services (403A)

 Department of Veterans Affair

 810 Vermont Ave, NW.

 Washington, DC 20420-0001 5.

8. After the monument arrives, check for damage and make sure spelling and dates are correct.

9. Kinds of monuments with pictures are here. Other tips:

 1. Be sure to keep a copy of all material sent.

 2. The form letter must include a row, plot, or section where the soldier is buried. If there is no other way to find it, make one up.

 3. Check with your local monument company, sometimes they will donate a monument, listing all the veterans.