



Cover Page - Confidential Military Record(s)

The Oklahoma County Clerk's Office and County Clerk's statewide are proud to offer free and confidential filing of military discharge records in accordance with Oklahoma State Statute Title 19 Section 270.

To file your military record(s), simply complete this cover page and mail or hand deliver it, along with your original document(s), to:

**Oklahoma County Clerk
320 Robert S. Kerr, Suite 203
Oklahoma City, OK 73102**

Title of Document: _____

Veteran's Name: _____

Branch: _____

If submitting your record by mail, please include your return address below so that we may return the original document(s) to you once filed:

Military records filed with the County Clerk may be requested from our office by the veteran, the veteran's spouse or child, a guardian for or a person having power of attorney for the veteran, spouse, or child upon presentation of a court order showing the appointment, the executor or administrator of the estate of the veteran or spouse upon presentation of a court order showing the appointment, a representative of the United States Department of Veterans Affairs, a funeral director upon presentation of a contract signed by the person responsible for the funeral costs for the veteran, or a person authorized by the court to view or copy the DD-214 upon presentation of the court order.

Marussa Treat

Oklahoma County Clerk

DO NOT REMOVE THIS PAGE
This is a part of your recorded document



**OKLAHOMA COUNTY CLERK
Military Record Request Form**

A request is hereby made to reproduce the following record:

Name of Document (e.g. DD-214): _____

Name on Document: _____

Branch of Service (if known): _____

Document Number (if known): _____

Book and Page Where Recorded (if known): _____

Applicant Information:

Name: _____ (Attach copy of photo I.D.)

Address: _____

City: _____ State: _____ Zip: _____

Telephone Number: (____) _____

I am authorized to view or receive copy of this DD-214 because (select once):

- I am the veteran
- I am the veteran's spouse or child
- I am another person authorized by 19 O.S. § 270 B. (Attach documentation)

Applicant's Signature: _____ Date: _____

The following is to be completed by a notary public:

State of: _____ County of: _____

This instrument was acknowledged before me this ____ day of _____, _____

Name of Notary Public (Print): _____

Signature of Notary Public: _____

My Commission Expires: _____

Please affix notary stamp to the right of signature.

Mail Completed Request to:

Maressa Treat, Oklahoma County Clerk

320 Robert S. Kerr, Suite 203

Oklahoma City, OK 73102

Return Copies To:

**Pursuant to 19 O.S. § 270
“Department of Defense Forms 214 Not Available to Public – Exceptions”**

A. The county clerk shall keep any Department of Defense Form 214 (DD-214) filed with the clerk, including any DD-214 that was filed before the effective date of this act, separate from records available for public inspection and shall not make the DD-214 available to any person except as provided in this section. A record of the names of veterans who have filed DD-214s with the clerk shall be made available for public inspection.

B. The county clerk may authorize the viewing or copying of a veteran’s DD-214 only by the veteran, the veteran's spouse or child, a guardian for or a person having power of attorney for the veteran, spouse, or child upon presentation of a court order showing the appointment, the executor or administrator of the estate of the veteran or spouse upon presentation of a court order showing the appointment, a representative of the United States Department of Veterans Affairs, a funeral director upon presentation of a contract signed by the person responsible for the funeral costs for the veteran, or a person authorized by the court to view or copy the DD-214 upon presentation of the court order. The clerk shall record the names and addresses of all persons viewing or copying a DD-214.

C. A county clerk shall not be liable or responsible for any harm or damages that may occur as a result of any person obtaining, copying or viewing a DD-214.