

# NATIONAL ARCHIVES ORDER FOR COPIES OF VETERANS RECORDS

Dear Researcher,

Before completing the form, please read both sides of this page for ordering instructions and general information about the types of records that can be ordered with this form. Mail order photocopying service by using this form is available **ONLY** from **General Reference Branch (NNRG-P), National Archives and Records Administration, 7th and Pennsylvania Avenue NW., Washington, DC 20408**. For more information, please write to us at the address above.

## IMPORTANT INFORMATION ABOUT YOUR ORDER

The success of our search depends on the completeness and accuracy of the information you provide in blocks 3-18 on this form. Please note that each NATF Form 80 is handled separately. When you send more than one form at a time, you may not receive all of your replies at the same time.

Military service records rarely contain family information. Pension application files generally are most useful to those who are doing genealogical research and contain the most complete information regarding a man's military career. We suggest that you first request copies of a man's pension file. You should request copies of a bounty-land warrant file or a military record only when no pension file exists. If the veteran's service was during the Revolutionary War, bounty-land warrant applications have been consolidated with pension application papers. You can obtain both files by requesting the pension file only.

We will copy complete compiled military service and bounty-land application files. When we are unable to provide copies of all pension documents because of the size of a pension application file, we will send copies of the documents we think will be most useful to you for genealogical purposes. Many of the documents in these files are repetitive or administrative in nature. You may order copies of all remaining documents in a file by making a specific request. We will notify you of the cost of the additional copies.

Do NOT use this form to request photocopies of records relating to service in World War I or II, or subsequent service. Write to: *National Personnel Records Center (Military Records), NARA, 9700 Page Boulevard, St. Louis, MO 63132.*

## INSTRUCTIONS FOR COMPLETING THIS FORM

Use a separate NATF Form 80 for each file that you request. Remove this instruction sheet. You must complete blocks 3-7 or we cannot search for the file. Print your name (last, first, middle) and address in the block provided at the bottom of the form, which is your mailing label. The information must be legible on all copies. Keep the PINK copy of the form for your records. Mail the remaining three pages of the form to: *General Reference Branch (NNRG-P), National Archives and Records Administration, 7th and Pennsylvania Avenue NW., Washington, DC 20408*. **DO NOT SEND PAYMENT WITH THIS FORM**. When we search your order, we will make photocopies of records that relate to your request. For credit card orders, we will mail the copies immediately. For other types of orders, we will invoice you for the cost of these copies and hold them until we receive your payment.

**SEE THE REVERSE OF THIS PAGE FOR DESCRIPTIONS OF THE TYPES OF RECORDS THAT CAN BE ORDERED WITH THIS FORM.**