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## Replacing Military Records

You can obtain copies of your military service records from the National Personnel Records Center. Both Personnel Service and Medical or Service Treatment Records are available, though you may need to fill out separate forms and mail to different addresses for each type of record.

### Complete Form 180

You will need to complete Standard Form 180 (SF-180), which can be downloaded in fillable form from <https://www.archives.gov/files/research/order/standard-form-180.pdf>. You may also get a paper copy of the form from any office of the Veterans Administration, the American Legion, the Veterans of Foreign Wars, or a veteran's association or military recruiter.

In most cases, no fee is required.

The second page of the form has a coded chart that tells you where you need to send your completed Form 180, depending on your branch of service and the type of record you are requesting.

OR

### Write a Letter

A second way of obtaining your service records is to write a letter of request. You will need to sign your request in cursive and date it, and the letter will need to contain

- The veteran's complete name used while in service
- Service number or social security number
- Branch of service
- Dates of service
- Date and place of birth may also be helpful, especially if the service number is not known

Mail your letter of request to

National Personnel Records Center  
1 Archives Drive  
St. Louis, MO 63138

Obtained from <https://www.archives.gov/veterans/military-service-records/standard-form-180#sf> by Dena Wise, Ph.D. November, 2016.