

PUBLIC DISCLOSURE OF DISCHARGE PAPERS

RCW 42.17.310

What Discharge Papers Are Public?

Military discharge papers filed at the office of the county auditor before July 1, 2002 and that have been commingled with other recorded documents

What Discharge Papers Are Not Public?

- 1. Military discharge papers filed at the office of the county auditor before July 1, 2002, that have been commingled with other recorded documents that the veteran has recorded a "REQUEST FOR EXEMPTION FROM PUBLIC DISCLOSURE OF DISCHARGE PAPERS" with the county auditor.**
- 2. Military discharge papers filed prior to July 1, 2002 that are not commingled with other recorded documents**
- 3. Military discharge papers filed after July 1, 2002**

Who Can Access Records After Filing?

Upon recording the "REQUEST FOR EXEMPTION FROM PUBLIC DISCLOSURE OF DISCHARGE PAPERS", only the veteran, the veteran's next of kin, a deceased veteran's properly appointed personal representative or executor, a person holding the veteran's general power of attorney, or anyone else designated in writing by the veteran to receive the records. The next of kin of deceased veterans have the same rights to full access to the record.

Who Is Considered Next Of Kin?

Next of kin are the veteran's widow or widower who has not remarried, son, daughter, father, mother, brother, and sister.

What Is The Filing Request Cost?

RCW 42.17.310 allows the county auditor to charge a basic recording fee and preservation fee that together shall not exceed a total of seven dollars (\$7.00) for the recording of the

"REQUEST FOR EXEMPTION FROM PUBLIC DISCLOSURE OF DISCHARGE PAPERS."

How Is A Designee Assigned?

A veteran or a duly appointed representative may file a "REQUEST FOR DISCLOSURE OF DISCHARGE PAPERS" designating an individual to have access and/or obtain copies of exempted military discharge papers. This form may be recorded with the County Auditor's office or may be maintained by the veteran.

NOTE: An organization cannot be assigned as a designee

How Do I Get Access / Copy Of Exempt Discharge Papers?

A veteran, the veteran's next of kin, a deceased veteran's properly appointed personal representative or executor, a person holding the veteran's general power of attorney, or individuals designated, may submit a "REQUEST FOR ACCESS / COPY OF EXEMPT DISCHARGE PAPERS" to the county auditor in order to obtain access / copy of exempt discharge papers.

How Do I Change A Designee On Record?

Another "REQUEST FOR DISCLOSURE OF DISCHARGE PAPERS" designating the desired individual(s) to have access and/or obtain copies of exempted military discharge papers must be filed to remove any previously filed designees. This request may be recorded with the County Auditor's office.

Where Are Other Sources to Obtain Military Discharge Records?

Washington Department of Veterans' Affairs. WDVA receives a copy of recently discharged military personnel who designate Washington State to receive this copy. Copies are maintained for two-years plus current, after which they are destroyed.

In addition, Bonus records for WWI, WWII, Korea, and Vietnam for Washington citizens who applied for a bonus are maintained in the State Archives. Most, but not all, of these records have discharge papers attached

Information from the records is made available upon written request (with signature and date) to the extent allowed by law at the address shown below.

Washington Department of Veterans Affairs
ATTN: DD-214
PO Box 41150
Olympia WA 98504-1150

Order Processing Time: The average turnaround time on all requests is currently 5-10 working days, depending upon request.

National Personnel Records Center. Military personnel records, and military and retired military medical records from all services; selected dependent medical records, morning reports, rosters, and Philippine army and guerilla records.

Information from the records is made available upon written request (with signature and date) to the extent allowed by law. Requests best made using a [Standard Form 180, Request Pertaining To Military Records](#). It includes complete instructions for preparing and submitting requests.

Please Note: All requests **must** be in writing, signed and **mailed** to NPRC at the address shown below.

National Personnel Records Center
Military Personnel Records
9700 Page Avenue
St. Louis, Missouri 63132-5100

Requests for military personnel records or information from them **cannot be accepted by Email or over the Internet** at this time. The Privacy Act of 1974 (5 U.S.C. 552a) and Department of Defense directives require a written request, signed and dated by the requestor.

Order Processing Time: The NPRC Military Records Facility receives approximately 5,000 requests daily, therefore turnaround times for records requested vary greatly, depending on the nature of the request. For example, routine requests for separation statements currently require 4-5 weeks for servicing. The average turnaround time on all requests is currently 14-16 weeks; however, requests that involve reconstruction efforts due to the 1973 fire may take much longer.

For more information and/or to obtain a SF-180 check out the NPRC web site:
www.nara.gov/regional/mpr.html

Where Can I Get A SF-180?

WDVA	1-800-562-2308
USDVA	1-800-827-1000
AA PTSD Association	(253) 589-0766
American Legion	1-877-249-4386
AMVETS	(253) 472-1966
DAV	1-877-273-4606
MOPH	(206) 220-6230
NABVETS	(206) 322-2618
PVA	1-800-795-3576
VFW	1-877-805-1331
VVA	1-877-292-8735

In Addition most any Veterans Service Organization Post or Chapter Service Officer can obtain a SF-180. See your local telephone directory yellow pages under Veterans & Military Organizations.