



Department of National Defense  
**PHILIPPINE VETERANS AFFAIRS OFFICE**  
Camp General Emilio Aguinaldo, Quezon City  
**VETERANS RECORDS MANAGEMENT DIVISION**

# REQUEST SLIP

Please fill up the information below for faster verification and appropriate action on your request. Thank you.

Date: \_\_\_\_\_

**VETERAN INFORMATION:**

Name : \_\_\_\_\_  
Category : \_\_\_\_\_ Rank: \_\_\_\_\_ ASN: \_\_\_\_\_  
WWII Unit : \_\_\_\_\_ Post WWII Unit: \_\_\_\_\_  
Address : \_\_\_\_\_  
Claim Number: \_\_\_\_\_  
Name of Pensioner: \_\_\_\_\_

**Availed Benefits from PVAO:**

- |  |   |
|--|---|
| <input type="checkbox"/> Educational Benefit       | <input type="checkbox"/> Veterans Preference      |
| <input type="checkbox"/> Old Age Pension           | <input type="checkbox"/> Disability-Death Pension |
| <input type="checkbox"/> Back Pay under RA 304/897 |   |

**REQUESTING PARTY:**

Name : \_\_\_\_\_  
Relationship : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact Number : \_\_\_\_\_  
Specific Purpose : \_\_\_\_\_

**Requirements:**

\_\_\_\_\_  
Veteran/Claimant Signature over printed name

**PENSIONER: Veteran/Surviving Spouse**

- Secure VRMD Form from the Officer of the Day and accomplish it properly.
- Submit the duly accomplished VRMD Form together with photocopies of two (2) government-issued IDs such as Philhealth Card, Senior Citizens Card, SSS/GSIS Card, Tin Card, Driver's License Card, PVAO ID Card, AFP ID Card or Passport to the Officer of the day.
- Wait for the advice of the Officer of the day.

**Legal Beneficiary/ies/Authorized Representative**

- Secure VRMD Form from the Officer of the day and accomplish it properly.
- You are required to submit Authorization Letter, two (2) photocopies of government-issued IDs and two (2) photocopies of government issued IDs of the pensioner.
- Wait for the advice of the Officer of the day.

*If your requested document is not available instantly, please come back on \_\_\_\_\_ or we will mail it to your given address. You may also call us at telephone number (02) 8912-4864 / (02) 8376-4106.*

*Noted:*

**COL. Nieves E. Gat-Eb PAF (MNSA)(Ret)**  
Chief  
Veterans Records Management Division