



Lake County Clerk and Recorder, 106 4th Ave E, Polson, Mt 59860

406-883-7208 jmun@lakemt.gov

Request for a record of a Military Discharge (DD-214)

Service Member Information

Name: _____

Branch of Military: _____

Date of Service: _____

Date Recorded: _____

No. of Copies: _____ The fee for each certified copy is \$2.00 plus 50 cents for the first page and 25 cents for each additional page.

Relationship to Service Member: Pursuant to 7-4-2614 MCA

- _____ Service member
- _____ Next of kin if service member is deceased – Must show death certificate (surviving spouse, parent or a descendant of the service member, no other living person is more closely related to the above named service member.)
Relationship to service member _____
- _____ Mortuary if the service member is deceased – Must show death certificate
- _____ Veterans' service officer or a veterans' service organization
- _____ Veterans affairs division of the Montana department of military affairs
- _____ Any person with notarized written authorization from the service member or from the next of kin if the service member is deceased.

Requestors Signature _____

Date _____

Street or post office address _____

City _____ State _____ Zip _____

Request must be properly notarized if submitted by mail.

State of _____ County of _____ Subscribed and sworn to before me this _____ day of _____ 20 _____

(Notorial Seal)

Signature of Notary _____

OFFICE USE ONLY: Form of ID _____ Written Authorization _____ Date Issued _____

Ways to Order:

- E-mail your application with credit card information to jmunnn@lakemt.gov. Certificates are mailed the next working day.
- Fax your application with credit card information to 406-883-7283. Certificates are mailed the next working day.
- Mail the application with correct fee (check, money order, or credit card authorization). Certificates are mailed the next working day. **Please make checks payable to Clerk & Recorder.**
- Apply in person for same day service. Office hours are 8:00 AM to 5:00 PM Monday through Friday.

If paying by credit or debit card, a 3% processing fee will be added to your transaction.

Credit Card # _____ Expiration Date _____ CVV _____

Card Type _____ Phone Number _____

Signature for Credit Card _____