

HOW TO OBTAIN COPIES OF MILITARY PERSONNEL RECORDS

For former members:

Go to <http://www.nara.gov/regional/mpr.html> and download SF 180. Fill in the form and mail to the Director, National Personnel Records Center, Military Personnel Records, 9700 Page Avenue, St. Louis, MO 63132-5100. You can expect to wait 8-12 months to receive a reply due to their horrendous backlog of cases.

For family members/other individuals seeking access:

Follow the same rules as above, but if family member is deceased, include a copy of his/her death certificate, obituary, or other proof of death. If living, include a signed release authorization from the individual granting you access. If neither can be provided, only minimal information can be released to you. You can expect to wait 8-12 months to receive a reply due to their horrendous backlog of cases.

For active duty members:

Go to <http://www.privacy.navy.mil>. Look at the Inventory of Navy PA Systems of Records and highlight N01070-3. Follow the guidance provided in the systems notice under the paragraph titled "Notification."