

DEMISE OF JOHN MILTON SMITH SSN; 529-46-2305

When I pass away several things are necessary to ensure my wife
SSN _____ receives the benefits to which she is entitled. Listed below are
actions that are required.

1. Notify the base CACO (usually the base comptroller has this as a collateral duty) of my death so that the retirement check is stopped. The CASO has the responsibility of notifying Finance Center Cleveland. An alternate is the Command Duty Officer.

2. Send an English copy of my death certificate to the American Consulate in Fukuoka and turn in my passport. They will issue certificates of death and cancel my passport. (see folder # 1)

3. Complete IRS form 1001 and mail to:
Defense and Accounting Service
DFAS-DE/FRB
6760 E Irvington PL
Denver, Co., 80279-6000

This will keep them from withholding 30% alien tax from her survivors benefits. Include an English copy of my death certificate. (see folder # 2)

4. Complete the missing data on the survivors social security form and mail to:
Department of Health and Human Services
Social Security Administration
P.O. BOX 1756
Baltimore MD. 2135

Include a copy of my death certificate and her birth document. Ensure the birth document is certified to be a true copy. The birth document is her Koseki Tohon. (see folder # 3)

Note: I have applied and am receiving social security benefits. Check with the consulate so that my widow can receive the higher widow's benefits.

5. Send my insurance documents certificate _____ dated _____ the original plus three supplemental units to:

Enclose an English copy of my death certificate. (see folder # 4)

6. Notify the VFW, American Legion and the FRA of my demise. Let them know that I am survived by my _____. It is possible that some monetary benefits are available. (see folder # 5)

7. At the John Meyers CPO club remove my name from the retired association board and place it on the board of remembrance.
8. Folder # 6 contains my will (made at the CFAS legal office on 15 December 1999), my original DD-214 and copies. Folder # 6 also contains other important Navy papers. **DO NOT SEND THE ORIGINAL DD-214 TO ANYONE.** If necessary obtain certified copies.
9. Folder # 7 contains birth certificates and marriage documents.
10. Finally, I do not wish a funeral service as mentioned in my will. A memorial service is fine as long as the beer is cold and plentiful. As noted in my will I wish for cremation of my remains and the ash's to be spread over the sea, after all I spent more of my youth at sea than any where else. Also I can float to Hong Kong or Subic for some here after port visits. See you all in the here after CPO club.