

# Find my Discharge

## General Information

It is recommended that you file a copy of your discharge documents DD214, NGB 22 with the county courthouse (recorder's office), at no charge and maintain a copy in a safe place. It is important that your family members know where your DD214 is located.

When requesting copies, it is helpful to include the following information:

Veterans full name.

Dates of Service (as close as possible)

Service number and/or social security number

Veterans date of birth

Branch of service

Request for copies of discharge papers may be made by the veteran or the next of kin of a deceased veteran which includes a surviving spouse that has not remarried, father, mother, son, daughter, sister or brother.

## **Prior Service - Retirement Service Records**

If you have been discharged from Active Duty Military Service, your personnel files are stored at the [National Archives and Records Administration \(NARA\)](#). They are the official repository for records of military personnel who have been discharged from the United States Air Force, Army, Marine Corps, Navy or Coast Guard.

All prior service members and veterans can request copies of their military service records from the [National Archives veteran service records office](#). For any adjustments to your record, you will also have to contact your state office and request adjustment to your record.

For those Air Guard Airmen and Officers separated after 2004, this is what I send them now to assist:

Air National Guard personnel records are maintained by the Air Reserve Personnel Center (ARPC) on Buckley Air Force Base in Colorado for all Airmen and Officers separated after 2004.

Contact information for the ARPC is below:

Online request portal: <https://myfss.us.af.mil/USAFCommunity/s/login/> (Select non-CAC login)

Web contact: <https://www.arpc.afrc.af.mil/Contact/>  
Phone: (800) 525-0102  
Mail: HQ ARPC/DPTSC  
18420 E Silver Creek Ave  
Bldg 390 MS 68  
Buckley AFB, CO 80011

If you have been discharged from the Army National Guard, NGB Forms, to include NGB Forms 22, and 23, submit a [Standard Form \(SF\) 180](#) to the state headquarters and respective branch you were discharged from or that you served in. States are required by law, to maintain these records for 99 years.

<https://www.archives.gov/veterans>

Indiana Army National Guard

For a copy of the DD214 and/or NGB 22 you can submit a SF180:

Send the request to the following

ATTN: DCSPER, iPERMS Records Custodian

2002 South Holt Road,

Indianapolis, IN 46241-4839

[Ng.in.inarng.list.j1-psb-retirements-web@army.mil](mailto:Ng.in.inarng.list.j1-psb-retirements-web@army.mil)