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**APPLICATION FOR SEARCH OF MILITARY DISCHARGE FORM: DD214**

**A COPY OF A PHOTO ID OF THE PERSON APPLYING FOR A CERTIFIED COPY OF MILITARY DISCHARGE DOCUMENT MUST BE ATTACHED TO THIS APPLICATION.**

**Please print:**

**FULL NAME:** \_\_\_\_\_

**BRANCH OF SERVICE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**INTENDED USE OF DOCUMENT:** \_\_\_\_\_

**APPLICATION MADE BY:** \_\_\_\_\_

(If application is made by someone other than person listed on discharge, the person listed on the discharge must provide us a letter authorizing the release of said copy of discharge.)

**YOUR RELATIONSHIP TO PERSON LISTED ON DOCUMENT:** \_\_\_\_\_

**WRITTEN SIGNATURE OF APPLICANT:** \_\_\_\_\_

**NUMBER OF COPIES REQUESTED:** \_\_\_\_\_

THERE IS NO CHARGE FOR CERTIFIED COPIES OF MILITARY DISCHARGES.

**FOR MAILING PURPOSES: A SELF-ADDRESSED, STAMPED ENVELOPE IS REQUIRED.**

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**DD 214 (Military Discharge) (55ILCS 5/3-5015)**

Illinois Law states that certified copies of Military Discharge form (DD-214) or any other certificate of discharge or release from active duty that was recorded by the Recorder of Deeds **is not** subject to public inspection and is secured for protection covered by the federal Privacy Act of 1974 or any other privacy law.

The DD-214 or any other certificate of discharge or release shall be accessible only to:

1. The person named in the document.
2. The named person's dependents (a dependent is a child under the age of 18 or a physically/mentally declared child/adult that would qualify for veteran benefits).
3. The County veterans' service officer or representatives of the Department of Veterans' Affairs.
4. Any person with written authorization from the named person or the named person's dependents. Unless a spouse, brother, sister, cousin, etc. has written authorization from the named person on the document, no certified copy will be issued.
5. Funeral home that is obtaining a copy to accompany the Death Certificates.