

National Cemetery Administration
NEW MONUMENT or CARILLON REPORT

Complete form and forward, along with other requested materials, within 30 days of installation.

Cemetery Name

Station No.

Monument Name or Carillon

Date Installed

Date Dedicated

Donor Name

Cost

Dimensions (H x W x D)

Material(s)

Artist/Designer/Manufacturer

Location in cemetery
(e.g. grave section, road, memorial walkway)

Inscription(s)

Submit a minimum of three (3) digital photographs of the monument/carillon to show all sides and inscriptions (carillons and monuments other than standard ones will require a greater number of photographs to adequately address entire object); copies of dedication ceremony announcements; media coverage; plans or related documentation. Digital images should be 1600x1200 pixels at 180 ppi (pixels per inch) or larger.

Signature of Cemetery Director

Date

Copies: Send via email to NCAHistoryProgramMailbox@va.gov
 Retain a copy at the cemetery for your permanent files
 Send District office a copy

For questions, please contact Jennifer Perunko, Historian, at 202/632-5441 or jennifer.perunko@va.gov