

## Region Naval District Washington (NDW)

### SGLI Claims Guide

#### FOR ACTIVE DUTY DEATHS

Contact your Regional Casualty Assistance Office or Branch of Service Casualty Assistance Office for assistance in submitting the form to the Office of Servicemembers Group Life Insurance (OSGLI).

CACOs will assist the beneficiaries with completing the form linked here: [SGLV 8283, Claim for Death Benefits](#) Do not leave the form with the beneficiary. After completed, please, review each block carefully for completion and clarity before forwarding to Region or Navy Casualty.

CACOs will go to the SGLI form signed by the member, review the “Share of Proceeds” and the “Payment Option” columns selected by the deceased. Also check the date, there may be a newer form with different beneficiaries. These selections cannot not be changed after death.

To apply for this benefit, the DD Form 1300 (REPORT OF DEATH) will be needed. The DD Form 1300 is prepared by Navy Casualty (PERS-00C) after 10 days after death.

#### **Casualty **not** on Active Duty at the time of death**

If the insured was a Reservist or National Guard member, or had been released from Active Duty before his/her death, send the following with your claim:

a copy of the death certificate (or a photocopy) AND

a DD Form 214, Certificate of Release or Discharge from Active Duty OR

NGB-22, Report of Separation and Military Service OR other separation documents.