

EMAIL TO DECEASE NEXT OF KIN TO RETRIEVE AUXILIARY ID CARD

Dear (Name of Next of Kin)

We apologize for this request during your difficult time but the Flotilla Commander of (Flotilla #) has assigned me the uncomfortable task of contacting the family of (first name of deceased) for the purpose of retrieving (first name of deceased) USCG Auxiliary ID card. If you are in possession of the card, despite its condition, we are requesting the card be returned to:

(Name and address of FC)

If the card is not available, please email reply to (email address of FC) and indicate "LOST". We will record that as being the case for nonreturn.

Under the USCG US Code, we are required to request return of USCG Auxiliary ID cards, which remain property of the USCG, after expiration of membership for whatever reason.

Again, we apologize for this inconvenience to you and family.

With deepest respect,