



VETERANS BENEFIT ADVOCATES

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Sample Informal VA Claim

(Note: An Informal claim is some type of communication to your local Regional Office in which you state you intend to apply for disability compensation. This communication can be a written letter, or fax, a telephone call or even an email. When a claimant makes an informal claim with VA, they need to clearly identify the disability for which they intend to apply for, give the VA your SSN and dates and branch of service, and make sure you send it via **certified mail with return receipt!** After you have sent your informal claim to VA, you have up to one year to send the VA your Formal Claim. Mail **VIA Certified Mail Return Receipt Requested.**)

12 October 2012

SSS-SS-SSSS

Department of Veterans Affairs
Seattle Regional Office
915 2nd Avenue
Seattle WA 98174

This is a claim for all VA benefits to which I may be entitled, including, but not limited to, [compensation for X, Y, and Z disabilities, pension, etc.]. I am submitting this informal claim in order to preserve the earliest possible effective date for any benefits to which I may be entitled. If you require me to complete a specific VA form in order to perfect my claim, please forward me the necessary form. Additionally, please send me a copy of my complete VA claims file, including my service medical records.

Please consider this a claim for all benefits that can be reasonably inferred from the facts or circumstances of this claim even though I may not have specifically identified the particular benefit. It is my contention that the VA is obligated to do this under 38 CFR 3.103(a) and subpart IV of Manual M21-1 MR, Part III. Please note that Section 3.103(a) requires the VA to "render a decision which grants every benefit that can be supported in law..." Also note that Manual M21-1MR, Part 111 requires the rating board to consider all issues of entitlement identified by the claimant, or those which can be reasonably inferred from the facts or circumstances of the claim.

I served in the () from (date) to (date) and was honorably discharged on (date).

I will submit my DD 214 along with VA Forms 21-526 and 4138 with my Service Medical Records and supporting information shortly.

Respectfully,

Joe Veteran
Street
City State Zip
Telephone
Email