



Maritime &
Coastguard
Agency

Medals Application Form For Merchant Navy

Please Note:

1. Medals awarded prior to the Second World War can no longer be issued.
2. We only issue official campaign awards instituted by the Monarch, we do not issue any commemorative awards.

(Please Complete in BLOCK CAPITALS)

I wish to apply for:	
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WW2 -	<input type="checkbox"/>	Post War -	<input type="checkbox"/>
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Part 1: Veteran's Details

Please tick the appropriate box.

Title <i>(Not Compulsory)</i>		
Surname		
Forename(s) <i>(Include Middle Names)</i>		
Date of Birth		
Place of Birth		
Service Number <i>(Discharge Book Number)</i>		
Rank		
Dates of Service	From:	To:

If you are the service person detailed above, please go to Part 3.

Part 2 (a): Applying on behalf of a living Veteran

You must hold Power of Attorney if you are applying for the person detailed in Part 1.

I,	
Confirm that I hold Power of Attorney for	

and enclose a copy, not an original, with this application.

Now please go to Part 3.

Part 2 (b): Applying on behalf of a deceased Veteran

You must be the official Next of Kin in order to apply.

Please also complete a Declaration of Kinship – Merchant Navy (MSF 4502) form.

The Official Next of Kin is the first person from the following list who is still alive. Please tick the relevant box. This order is based on Intestacy Law.

Surviving Spouse	<input type="checkbox"/>	Eldest Child	<input type="checkbox"/>	Parent	<input type="checkbox"/>
Eldest Grandchild	<input type="checkbox"/>	Grandparents	<input type="checkbox"/>	Brother of the whole Blood	<input type="checkbox"/>
Sister of the whole Blood	<input type="checkbox"/>	Brother of the half Blood	<input type="checkbox"/>	Sister of the half Blood	<input type="checkbox"/>
Nephew of the whole blood	<input type="checkbox"/>	Niece of the whole Blood	<input type="checkbox"/>	Nephew of the half Blood	<input type="checkbox"/>
Niece of the half blood	<input type="checkbox"/>	Other	<input type="text"/>		

The Veteran's date of death was	<input type="text"/>
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Please enclose a copy of the person's death certificate or their notification of death (this is not required if they died in service).

I,	
Confirm that I am the official Next of Kin for	

Part 3: Permission of Next of Kin

Use this section if you are the legal beneficiary or official next of kin and wish to give permission for medals or information to be released to a different family member / family friend.

I authorize (name)			
of (address)			
to receive on my behalf any medals or details of medals entitlement to which I have claim			
Signed		Date	

Part 4: Declaration

Now complete your full details, sign, then print off this form and finally post it to the address shown below.

I confirm that the information I have given is accurate and complete to the best of my knowledge and belief.

Signature			
Print Name			
Date			
Address			
		Postcode	
Telephone Number			
Email Address			

Please return this completed form to the address below. You must also enclose:

1. Evidence of the ex-serviceman/woman's death if he/she died after discharge from the service (e.g. photocopy of death certificate).
2. The written and signed permission of the legal beneficiary or next of kin, if that is not yourself. (See Part 4)
3. A copy of the last known Will of the deceased if part 2(b) is signed by the legal Beneficiary

Part 5: Privacy Statement

1. Veteran (living or deceased) name, D.O.B, discharge book number, awards issued and medals issue number are the only details on the medal roll.
2. NOK details are used solely to establish their eligibility as next of kin in order of priority to make an application based on intestacy law.

Your information

We collect personal information about you to carry out our official duty in order to keep the Merchant Navy Medal Roll up to date.

For more information on how we use your information please see our full privacy policy available on our website:

<https://www.gov.uk/government/organisations/maritime-and-coastguard-agency>

RETURN FORM TO

Registry of Shipping and Seamen
MCA Cardiff
Anchor Court
Keen Road
Cardiff
CF24 5JW

Email Address: seafarers.registry@mcga.gov.uk

Telephone Number: 0203 90 85206