

**National Organization**  
**SONS of UNION VETERANS of the CIVIL WAR**

# National Graves Registration Instructions & Form

## Please Read These Instructions

The National Graves Registration Project is a long-term project to create a single collection of grave locations of Civil War soldiers and veterans. This collection will provide information for research pertaining to soldiers and regiments; grave restoration, clean up and marking projects; and Memorial Day programs.

The national project requires the support of members and non-members alike. Research in town halls, libraries, historical societies, archives and veterans organizations will help collect information already compiled by others. Additional research of primary sources, such as newspapers, Grand Army of the Republic proceedings and the 1890 veteran census, will provide lists of known soldiers, and possibly death and interment information. Cemetery visitation also provides the opportunity to collect information. Both private and military markers can provide important personal and service information. Working with a cemetery's interment records also helps identify the exact grave location of veterans and increases the opportunity to record unmarked graves.

After the collection of information, the recording process is completed by using this form to enter the information into the national database. When completing this form, please provide as much information as possible and write clearly and legibly. The name of a cemetery should be included on each form. When multiple forms from one cemetery are being sent, the address of the cemetery only needs to be completed on the first form (please be sure to attach the forms together or send them in one envelope.) If additional space is needed, please attach extra sheets to the form they supplement. Photographs of graves, cemeteries or veterans can be included with the forms.

Because this project is intended to record the burial sites of Civil War soldiers and veterans, only those persons whose military service is known should be forwarded to the National Graves Registration Database. This information can be found on headstones, through family history, Grand Army of the Republic membership, or other documentation. Please consider researching any person whose age may indicate possible Civil War service, so they may be included in this project.

### **SPECIAL NOTES ABOUT FIELDS ON THE FORM.**

☞ **Civil War Service** - Please indicate if the Civil War veteran was **Union** or **Confederate**. Confederate veteran information will be forwarded to the Sons of Confederate Veterans.

☞ **Age** - Only enter this field if it is transcribed from a headstone

☞ **Misc. Info.** - Please enter any additional information about a veteran's military service (cause of death, wounded, prisoner, meritorious service, etc.); place of death / birth; or any additional information about the cemetery needed to locate the grave.

☞ **Service** - List the regiment, state or federal, branch (ART, INF, CAV, etc.), company/battery/troop/ship, and rank (highest held). For service in federal units or service in a regiment from other than the soldier's home state, please enter state of enlistment.

☞ **Standard abbreviations are included with these instructions. Please use those listed.** ☞

Searching Cemetery interment records may help *find* veterans with unmarked graves!

### **PLEASE WRITE CLEARLY.**

Completed forms can be submitted to a local SUVCW Camp or Department or sent to the National Graves Registration Officer.

Departments and Camps with access to Microsoft Access can be issued a Data Entry Version of the National Graves Registration Database. Use of this program will ensure data compatibility at the National level and allow quick access to all information entered. If use of Microsoft Access is not possible at the Camp or Department level, please return completed forms to the National Graves Registration Officer for entry into the database.

Any questions about this project can be sent to the National Grave Registration Officer.

The current National Graves Registration Officer is:

Bob Lowe, PDC  
780 Paulsen Avenue  
El Cajon, CA 92020-7346  
(619) 588-9148 / E-mail cavalry21@cox.net

**National Organization**  
**SONS of UNION VETERANS of the CIVIL WAR**

**Standard Abbreviations for use with the National Graves Registration Form and Database**

<u>State and Country</u>		<u>Branch of Service</u>	<u>Specialized and Naval Rank</u>
AL	Alabama	ART	2ENG 2nd Engineer
AK	Alaska	AC	3ENG 3rd Engineer
AZ	Arizona	CAV	4ENG 4th Engineer
AR	Arkansas	CT	AAQM Acting AQM
CA	California	CTART	AQM Assistant QM
CO	Colorado	CTCAV	ARTF Artificer
CT	Connecticut	CTHRT	ASEA Able Seaman
DE	Delaware	CTINF	ASURG Assistant Surgeon
FL	Florida	CTLRT	B1C Boy 1st Class
GA	Georgia	DIV	BSM Blacksmith
IA	Iowa	E&M	BTSN Boatswain's Mate
ID	Idaho	HART	BUGL Bugler
IL	Illinois	HDQ	CFENG Chief Engineer
IN	Indiana	INF	CHPL Chaplain
KS	Kansas	LART	CLHR Coal Heaver
KY	Kentucky	MC	CMD Commander
LA	Louisiana	MAR	COMD Commodore
MA	Massachusetts	MIL	COOK Cook
MD	Maryland	NAVY	COOP Cooper
ME	Maine	SS	CPRM Carpenter's Mate
MI	Michigan	SC	CPTR Carpenter
MN	Minnesota	VOL	DRUM Drummer
MO	Missouri	VRC	ENS Ensign
MS	Mississippi		FAR Farrier
MT	Montana		FGOR Flag Officer
NC	North Carolina		FRMN Fireman
ND	North Dakota		GNMR Gunner's Mate
NE	Nebraska	1CPL	HOSP Hospital Steward
NH	New Hampshire	1LT	LNDS Landsman
NJ	New Jersey	1SGT	LCMD Lieutenant CMD
NV	Nevada	2CPL	MSTR Master
NY	New York	2LT	MUS Musician
OH	Ohio	2SGT	NUR Nurse
OK	Oklahoma	3CPL	OFST Officer's Steward
OR	Oregon	3SGT	OLRS Oiler
PA	Pennsylvania	BBG	OSEA Ordinary Seaman
RI	Rhode Island	BGEN	PANT Painter
SC	South Carolina	BMG	PION Pioneer
SD	South Dakota	COL	QM Quartermaster
TN	Tennessee	CPL	RADM Rear Admiral
TX	Texas	CPT	SADR Saddler
UT	Utah	CSGT	SAIL Sailmaker
VA	Virginia	GEN	SMRM Sailmaker's Mate
VT	Vermont	LGEN	SPBY Ship's Boy
WA	Washington	LT	SSWD Ship's Steward
WI	Wisconsin	LTC	STKR Stoker
WV	West Virginia	MAJ	SURG Surgeon
WY	Wyoming	MGEN	TMST Teamster
DC	District Columbia	OSGT	VADM Vice Admiral
US	United States	PVT	VSUR Veterinary Surgeon
CAN	Canada	QSGT	WAG Wagoner
AUS	Australia	SGM	YOMN Yeoman
MEX	Mexico	SGT	YOSGL Yeoman of Signals
SA	South Africa		
GB	Great Britain		
FR	France		
IRE	Ireland		

National Organization  
SONS of UNION VETERANS of the CIVIL WAR

Graves Registration Form

Veteran's Name: \_\_\_\_\_  
Last First Middle

Born: \_\_\_\_\_ Day Month Year Died: \_\_\_\_\_ Day Month Year Age: \_\_\_\_\_ Day Month Year

CIVIL WAR ( ) Union ( ) Confederate

Service: \_\_\_\_\_  
Regiment No. U.S./State State of Enlistment Branch Company/Ship Name Rank  
*Please use the standard abbreviations found on the Graves Registration Form Instruction sheet*

Enlisted: \_\_\_\_\_ Day Month Year Discharged: \_\_\_\_\_ Day Month Year

Misc. Info: \_\_\_\_\_

*(If applicable, list other units served in, locations of birth, death, WIA, POW, KIA. Also nearest crossroads or directions to cemetery.)*

Cemetery Name: \_\_\_\_\_

Cemetery Address: \_\_\_\_\_  
Street

City or Village Township County State

Grave Information: Lot: \_\_\_\_\_ Section: \_\_\_\_\_ Grave Number: \_\_\_\_\_ Cemetery Records Checked - ( ) Yes

Military Headstone - ( )Yes ( )No Flag Holders/ Markers Medal of Honor - ( ) Yes  
Headstone Needs Replacing - ( )Yes ( )No ( )Grand Army of the Republic  
Headstone Needs Resetting - ( )Yes ( )No Marker (Flag Holder) G.A.R. Post \_\_\_\_\_  
Private Headstone or ( )Military Order of the Loyal Legion  
Family Monument - ( )Yes ( )No Marker (Flag Holder) Dept. or State \_\_\_\_\_  
No stone/marker found - ( )None ( )Other Marker \_\_\_\_\_

Your Name: \_\_\_\_\_ Last First MI Survey Date: \_\_\_\_\_ Day Month Year

Your Address: \_\_\_\_\_ Street City State Zip Email: \_\_\_\_\_

SUVCW Member: Camp Name: \_\_\_\_\_ Number: \_\_\_\_\_ Department: \_\_\_\_\_

Attach Extra Sheet if Needed for Comments

Refer to Instructions for where to Submit Completed Form. This Form may be Photocopied