

## **Helpful reminders to receive a Veterans' Preference**

- State your status on your application.
- Send documentation, such as a copy of a DD-214, Certificate of Release, or Discharge from Active Duty (Member 4 copy).
  
- If you are a disabled veteran:
  - Submit an SF-15, Application for 10-Point Veteran Preference.
  - Send documentation from the military service or a current letter of disability from the Department of Veterans Affairs.
- If you need a reasonable accommodation when you apply, let the point of contact listed in the job announcement know as soon as possible.