

Documentation of Preference Claim Chart ([Florida Administrative Code 55A-7.013](#))

Category Claiming Preference	Documentation Required
Disabled Veteran	<ul style="list-style-type: none"> • Veterans' Preference Certification, FDVA form VP-1, or a simple letter, form, or other written application containing essentially the same information; and • DD-214 or military discharge papers, or equivalent certification from the DVA, listing military status, dates of service and discharge type; and • A document from the Department of Defense, the DVA, or the Department certifying that the veteran has a service-connected disability.
Spouse of Disabled Veteran	<ul style="list-style-type: none"> • Veterans' Preference Certification, FDVA form VP-1, or a simple letter, form, or other written application containing essentially the same information; and • DD-214 or military discharge papers, or equivalent certification from the DVA, listing military status, dates of service and discharge type; and • Certification from the Department of Defense or the DVA that the veteran is totally and permanently disabled, or an identification card issued by the Department; and • Proof that the disabled veteran cannot qualify for employment because of the service-connected disability; and • Evidence of marriage to the veteran (e.g., marriage certificate); and • A statement that the spouse is still married to the veteran at the time of the application for employment.
Spouse of a person missing in action, captured in line of duty by a hostile force, or forcibly detained or interned in line of duty by a foreign government or power	<ul style="list-style-type: none"> • Veterans' Preference Certification, FDVA form VP-1, or a simple letter, form, or other written application containing essentially the same information; and • Document from the Department of Defense or the DVA certifying that the person on active duty is listed as missing in action, captured in line of duty, or forcibly detained or interned in line of duty by a foreign government or power; and • Evidence of marriage (e.g., marriage certificate); and • A statement that the spouse is married to the person on active duty at the time of that application for employment.
Veteran as defined in s. 1.01(14)	<ul style="list-style-type: none"> • Veterans' Preference Certification, FDVA form VP-1, or a simple letter, form, or other written application containing essentially the same information; and • DD-214 or military discharge papers, or equivalent certification from the DVA, listing military status, dates of service and discharge type.

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<p>Wartime Veteran as defined in s. 1.01(14)</p>	<ul style="list-style-type: none"> • Veterans' Preference Certification, FDVA form VP-1, or a simple letter, form, or other written application containing essentially the same information; and • DD-214 or military discharge papers, or equivalent certification from the DVA, listing military status, dates of service and discharge type.
<p>The mother, father, or legal guardian of a member of the United States Armed Forces who died in the line of duty under combat-related conditions, as verified by the United States Department of Defense</p>	<ul style="list-style-type: none"> • Veterans' Preference Certification, FDVA form VP-1, or a simple letter, form, or other written application containing essentially the same information; and • Document from the Department of Defense showing the death of the service member while on duty status under combat-related conditions or the DVA certifying the service-connected death of the Veteran; and • Evidence of familial relationship, such as a birth certificate.
<p>Unremarried widow or widower of a member of the United States Armed Forces who died in the line of duty under combat-related conditions, as verified by the United States Department of Defense</p> <p>OR</p> <p>Unremarried widow or widower of a veteran who died of a service-connected disability</p>	<ul style="list-style-type: none"> • Veterans' Preference Certification, FDVA form VP-1, or a simple letter, form, or other written application containing essentially the same information; and • Document from the Department of Defense showing the death of the service member while on duty status under combat-related conditions or the DVA certifying the service-connected death of the Veteran; and • Evidence of marriage (e.g., marriage certificate), or certification of Unremarried Widow or Widower, FDVA form VP-3 or document or form that similarly provides evidence regarding such the status.
<p>A current member of any reserve component of the United States Armed Forces or the Florida National Guard</p>	<ul style="list-style-type: none"> • Veterans' Preference Certification, FDVA form VP-1, or a simple letter, form, or other written application containing essentially the same information; and • Signed memorandum stating member is serving honorably from Commander or military human resource personnel, or a completed Certification of Current Member of Reserve Component of the United States Armed Forces or The Florida National Guard, FDVA form VP-2, signed by an immediate military supervisor.
<p>The current service member of any active component of the United States Armed Forces who is expected to be discharged or released from active duty service under honorable conditions no later than 120 days after the date that a Statement of Service certification or letter is prepared by the armed forces.</p>	<ul style="list-style-type: none"> • Veterans' Preference Certification, FDVA form VP-1, or a simple letter, form, or other written application containing essentially the same information; and • A Statement of Service certification or letter, or DD-214/equivalent documentation.