

# **Veteran Claims Made Easy™**

## **A Marine's Guide to Filing Correctly & Winning the Benefits You Earned**

### **RESOURCE 17 – BEFORE-YOU-SUBMIT CLAIM CHECKLIST**

---

# Before-You-Submit Claim Checklist

*A final review to confirm your VA disability claim is complete, accurate, and ready to submit.*

Use this checklist **immediately before** submitting your claim on VA.gov.

---

## SECTION 1 — CLAIM CLARITY

Before submitting, confirm:

- ☐ Every condition is listed clearly and correctly
  - ☐ Condition names match medical records where possible
  - ☐ Each condition is identified as new, increase, secondary, or aggravated
  - ☐ No conditions are combined incorrectly
  - ☐ You understand what you are claiming — and why
- 

## SECTION 2 — EVIDENCE COMPLETENESS

For each claimed condition, confirm:

- ☐ Current diagnosis is included or already in VA records
  - ☐ Service connection evidence is included
  - ☐ Nexus explanation or logic is clearly documented
  - ☐ Severity and functional impact are explained
  - ☐ Flare-ups are addressed (if applicable)
- 

## SECTION 3 — STATEMENTS CHECK

- ☐ Personal statement uploaded

- ☐ Buddy statement(s) uploaded (if applicable)
  - ☐ Statements are consistent with medical records
  - ☐ Statements describe *real-world impact*, not just symptoms
- 

## SECTION 4 — DOCUMENT QUALITY CONTROL

- ☐ Documents are legible and complete
  - ☐ Pages are not cut off or missing
  - ☐ Files are labeled clearly (example: “Back Condition – Personal Statement”)
  - ☐ Duplicate documents are removed
  - ☐ Evidence Packet Cover Page is included (recommended)
- 

## SECTION 5 — CLAIM TYPE CONFIRMATION

**Which claim type are you filing?**

- ☐ Fully Developed Claim (FDC)
- ☐ Standard Claim

If FDC, confirm:

- ☐ All evidence is included
  - ☐ No additional evidence will be submitted later
- 

## SECTION 6 — ADMINISTRATIVE DETAILS

- ☐ VA.gov profile information is current
- ☐ Mailing address is correct

☐ Direct deposit information is correct

☐ Dependents are listed correctly (if applicable)

---

## SECTION 7 — EFFECTIVE DATE CHECK

☐ Intent to File submitted (if applicable)

☐ Claim submitted within ITF window

☐ Effective date expectations are understood

---

## SECTION 8 — C&P EXAM READINESS

☐ I understand I may still be scheduled for a C&P exam

☐ I have reviewed my C&P Exam Prep Worksheet

☐ I am prepared to describe my worst days honestly

---

## SECTION 9 — FINAL CONFIDENCE CHECK

Before submitting, answer YES to all:

☐ I understand what I'm claiming

☐ I understand what evidence supports each claim

☐ I am confident nothing critical is missing

☐ I am ready to submit

If any answer is **NO**, pause and review before submitting.

---

## SECTION 10 — SUBMISSION RECORD

Veteran Claims Made Easy™ | [www.VeteranClaimsMadeEasy.com/resources](http://www.VeteranClaimsMadeEasy.com/resources)

For educational purposes only. Not legal or medical advice.

VA.gov submission date: \_\_\_\_\_

Confirmation number (if provided): \_\_\_\_\_

Notes:

---

---



## IMPORTANT NOTES

- Once submitted, changes are harder to make
- Careful review now prevents delays later
- This checklist protects your time and your effective date

---