Homeowners can send their written request by email (as an attached file to FEMA-FMIX@fema.dhs.gov) or by fax to (703) 960-9125 or by mail to 3601 Eisenhower Avenue, Suite 500, Alexandria, VA 22304. To submit a flood loss history request, the following information must be printed or provided in a letter complete with required items and signed statement.

Name (owner/tenant/policy holder):

Full Property Location Address:

Return Address for Response (if different from property location):

Telephone Number:

Statement (Must be Notarized/Certified):

Provide a written statement in the space below that you are the current owner of the property location for which the data is being requested or an insured tenant at the property location, or a claimant as reported on a previous loss for the property location (if a tenant, please state they are a tenant and provide the property owner’s name(s)):

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(printed full name), certify under penalty of perjury that the foregoing is true and correct. Executed on \_\_\_\_\_\_\_\_\_\_\_ (mm/dd/yyyy).

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Signature)

ACKNOWLEDGEMENT

State of Texas

County of Harris

Before me, on this day personally appeared, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that they executed the same for the purposes consideration therein expressed.

Given under my hand and seal of office this \_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Notary Public