



FEMA



## Tips for Filing Your Flood Insurance Claim

If your community has been flooded, and your property or home has suffered flood damage, please follow these instructions to file your flood insurance claim.

### Immediately

- **Call your agent or insurance company.** Have the following information with you when you place your call: (1) the name of your insurance company (your agent may write policies for more than one company); (2) your policy number; and (3) a telephone number/e-mail address where you can be reached.
- **When you file your claim,** ask for an approximate time frame during which an adjustor can be expected to visit your home so you can plan accordingly.

### Once You Have Reported Your Loss

- **An adjustor will work with you** to calculate the value of the damage and prepare a repair estimate.
- **Please keep your agent advised if your contact information changes.** If you are still in a shelter or cannot be easily reached, please provide the name of a designated relative or point-of-contact who can reach you.

### Before the Adjustor Arrives

- **Local officials may require the disposal of damaged items.** If you dispose of items, please keep a swatch or other sample of damaged item(s) for the adjustor.
- **Separate damaged items from undamaged items.** If necessary, place items outside the home.
- **Take photos.** Take photos of any water in the house and damaged personal property. Your adjustor will need evidence of the damage and damaged items (i.e.: cut swatches from carpeting, curtains, chairs) to prepare your repair estimate.
- **Make a list of damaged or lost items and include their age and value where possible.** If possible, have receipts for those items available for the adjustor.
- **If you have damage estimates prepared by a contractor(s), provide them to the adjustor** since they will be considered in the preparation of your repair estimate.
- **Contact your insurance company** if an adjustor has not been assigned to you within several days.

For more flood insurance information or to learn your flood risk, call 1-800-427-2419, or visit [www.FloodSmart.gov](http://www.FloodSmart.gov).

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