



# NATIONAL FLOOD INSURANCE PROGRAM

## Bureau and Statistical Agent

W-03006

MEMORANDUM TO: Write Your Own Principal Coordinators and NFIP Servicing Agent

FROM: Joyce A. King  
Claims & Underwriting Director  
NFIP Bureau & Statistical Agent

DATE: January 15, 2003

SUBJECT: NFIP Flood Certification Card

The NFIP Bureau & Statistical Agent will no longer be issuing Flood Certifications in a letter format. We have replaced the letters with Flood Certification Cards, which we will begin mailing to certified adjusters in February. These wallet-size cards have the same information as the certification letters. Each card includes the adjuster's name, Flood Certification Number, and the loss categories in which the adjuster is authorized.

We require adjusters to have this card available at all times. They will need their Flood Certification Number each time they contact the NFIP Bureau & Statistical Agent, attend any NFIP workshops or training classes, or submit flood estimates.

Adjusters must safeguard their Flood Certification Cards, because **lost cards cannot be replaced**. New cards will be issued only when adjusters upgrade their loss categories.

If you have any questions, contact Marleny Casanova, Claims Analyst, at 301-731-5300, extension 746.

cc: Vendors, IBHS, WYO Standards, FIPNC, Government Technical Representative

Suggested Routing: Claims, Data Processing, Marketing, Underwriting

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