



**FEMA**

W-04072

September 28, 2004

MEMORANDUM FOR: Write Your Own (WYO) Principal Coordinators  
and NFIP Servicing Agent

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

SUBJECT: Adjuster Briefing – Hurricane Jeanne, Puerto Rico

The Federal Emergency Management Agency will conduct Adjuster Briefing in Puerto Rico in response to Hurricane Jeanne.

The briefing will address the Standard Flood Insurance Policies, prior losses, Increased Cost of Compliance, substantial damage, access into the affected areas and any other issues that may be encountered in handling claims resulting from the recent flooding.

The meeting location, date, and time are as follows:

**Embassy Suites Hotel  
8000 Tartak Street  
Isla Verde, Carolina, Puerto Rico**

**October 1, 2004  
9:00 a.m. – 12:00 noon**

We ask for your full support and attendance at this briefing.

cc: Vendors, IBHS, and Government Technical Representative  
Required Routing: Claims and Underwriting