



**FEMA**

W-05052

September 15, 2005

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

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

SUBJECT: Access Passes for Jefferson Parish, Louisiana

In the wake of Hurricane Katrina, adjusting firms must register with Jefferson Parish in order to obtain access passes that will allow their adjusters to enter and work throughout the parish. To register and obtain passes, please go to the following website: <http://www.jeffparish.net>.

You are required to register your business for a "JumpStart Jefferson" entry pass one time. When registered, you will be allowed to print as many copies of the pass as needed for your employees.

If you do not register online, you may visit one of the following locations to register and obtain your passes.

**Baton Rouge, Louisiana**

A mobile office at the corner  
of I-10 and Highland Rd.  
(In the parking lot of the Blue Bayou Water Park)  
Time: 10:00 a.m. to 2:00 p.m.  
Telephone: 225-987-6274

**Eastbank of Jefferson Parish**

Fire Station  
3525 Jefferson Highway  
Jefferson, LA  
Time: 10:00 a.m. to 2:00 p.m.  
Telephone: 225-268-0703

**Westbank of Jefferson Parish**

Fire Station  
2248 Baratavia Blvd.  
Marrero, LA  
Time: 10:00 a.m. to 2:00 p.m.  
Telephone: 225-242-7652

cc: Vendors, IBHS, and Government Technical Representative

Require Routing: Claims and Underwriting