



**FEMA**

W-16011

March 8, 2016

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

A handwritten signature in cursive script that reads "Paul Huang".

FROM: Paul Huang  
Deputy Assistant Administrator for Insurance  
Federal Insurance and Mitigation Administration

SUBJECT: Federal Insurance and Mitigation Administration (FIMA)  
Address Change

The Federal Insurance and Mitigation Administration (FIMA) will move its offices from Arlington, VA to Washington, D.C. Effective April 1, 2016, all correspondence to all Federal Insurance Divisions must now use the following address:

DHS-FEMA-FIMA  
Attn: (Name)  
400 C St. SW, Room 313  
Washington, D.C. 20472-3020

This information replaces the address in Bulletin W-09002.

Thank you for your continued support of the National Flood Insurance Program and for your continuing efforts to assist FIMA in improving the customer experience.

cc: Vendors, IBHS, FIPNC, and Government Technical Representatives

Required Routing: Marketing and Outreach, Industry Management, Underwriting, and Engineering Services