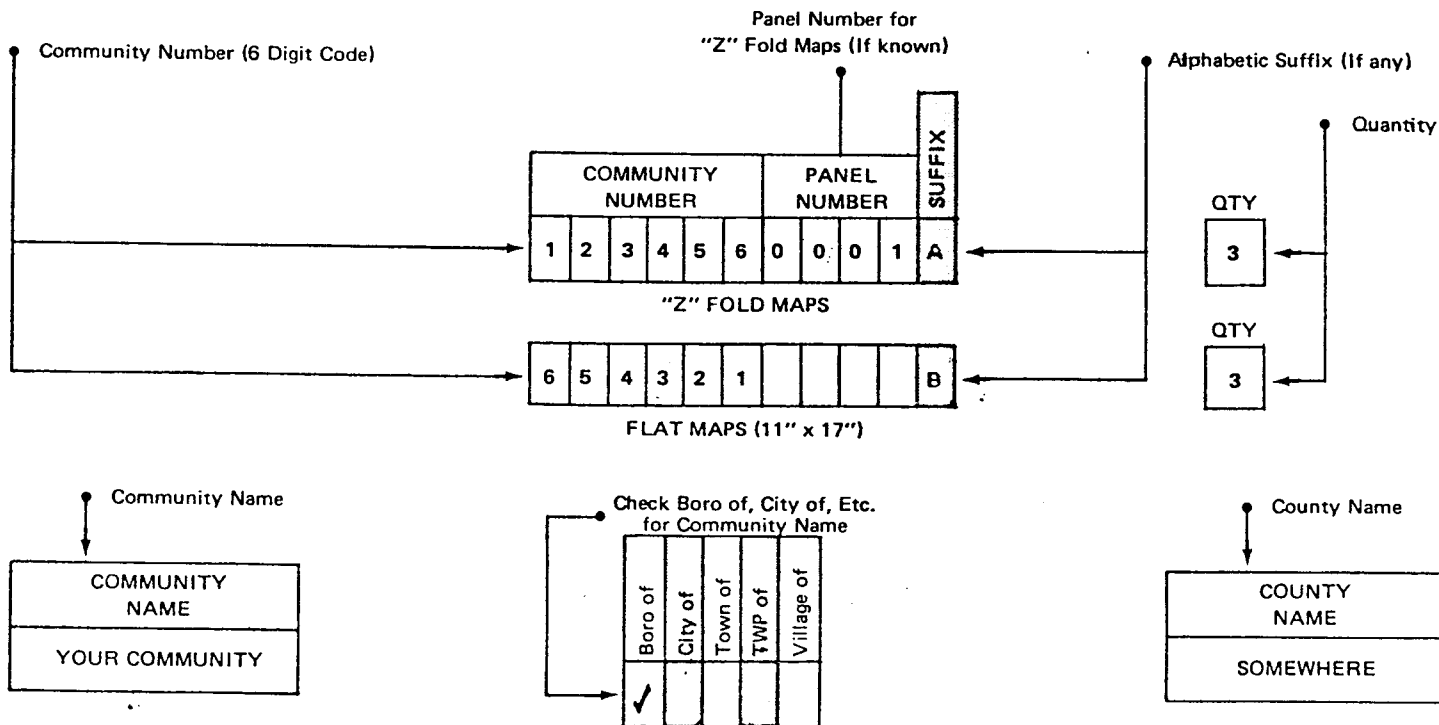


INSTRUCTIONS

This form may be used for (1) map orders, (2) to request change of mailing address or (3) removal from the mailing list. Change of address or removal will be expedited by use of the account number and/or return of the packing list or mailing label from the last order received.

- (1) MAP ORDER:
- Complete all information at the top of the form; if available, use assigned account number which appears on map packing lists and mailing labels.
 - Complete all information for each map ordered (*See example*); if the information required to process the order is not included the form will be returned.
 - If ordering more than 20 (twenty) items, copy the pre-printed red order number from the upper left of the first form onto additional forms in the space provided at the upper right. On all continuation sheets enter the order number from the first sheet, the account number, name, and other data. Staple all sheets together, fold, affix postage and mail.

EXAMPLE



- When a "Z" fold map containing more than 10 (ten) panels is ordered and the panel numbers are not specified, a map index and an order form will be sent. These maps *must* be ordered by panel number and suffix.
- When a "Z" fold map containing 10 (ten) panels or less is ordered and the panel numbers are not specified, all panels will be shipped.
- Flat maps, 11" x 17", require only the 6 (six) digit community number and suffix, all panels will be shipped.

(2) CHANGE OF ADDRESS: Complete all information at the top of the form; enter the account number, if available, or return the packing list or mailing label from the last order received.

(3) REMOVAL FROM LIST: Complete all information at the top of the form; enter the account number, if available. If requesting removal for specific maps, list them on the form(s) or enclose the relevant packing lists. If specific items are not listed no additional automatic mailings will be made to your account.

SPECIAL NOTES

- Old Flood Insurance Rate Maps (FIRMS) should be retained as a means of verifying the rating criteria of construction started under an old FIRM.
- Excess copies. If the number of copies of automatic revisions received is greater than current needs, please mark and return the relevant packing lists or write the Flood Map Distribution Center (*reference account code*).
- Multiple account numbers. If maps are received under two or more account numbers, please return all packing lists and indicate the account number-address, maps and quantities to remain on the automatic revision mailing list or write the Distribution Center.
- Returned mail. If maps are returned to the Distribution Center as undeliverable, no further mailings will be made to that account number. Keep your address current
- All questions regarding map orders should be directed to:

Federal Emergency Management Agency
 Flood Map Distribution Center
 5930 (A - F) San Tomas Road
 Baltimore, Maryland 21227 - 6227

OR CALL

1 - 800 - 638 - 6620 Continental U.S.
 1 - 800 - 492 - 6605 Maryland (*Only*)
 1 - 800 - 638 - 6831 Alaska, Hawaii, Guam
 Puerto Rico, U.S. Virgin Islands

Please refer to the pre-printed order number and date when inquiring about an order.

FEDERAL EMERGENCY MANAGEMENT AGENCY
FLOOD INSURANCE MAP ORDER

ORDER NO. _____
 SHEET _____ OF _____

ORDER NO. **C-** _____

THIS REQUEST IS FOR: a MAP ORDER (*IMPORTANT - Do you wish to automatically receive these maps if they are revised?*) YES NO
 (Please Check) b CHANGE OF ADDRESS c REMOVAL FROM MAILING LIST FOR LISTED MAPS FOR ALL MAPS

CHECK APPLICABLE LINE OF BUSINESS:

- 1 FEDERAL, STATE OR LOCAL GOVERNMENT 2 APPRAISER 3 INSURANCE COMPANY 4 INDIVIDUAL
 5 INSURANCE BROKER, AGENT, AGENCY 6 A&E BUILDER 7 LENDING INSTITUTION 8 OTHER (Specify) _____

ACCOUNT NUMBER _____ NAME _____

ORGANIZATION/COMPANY _____ ORDER DATE (Mo-Dy-Yr) _____

STREET ADDRESS LINE 1 (P. O. Box may delay receipt) _____ AREA CODE _____ TELEPHONE _____

STREET ADDRESS LINE 2 _____

CITY _____ STATE _____ ZIP CODE _____ + 4

	COMMUNITY NUMBER			PANEL NUMBER	SUFFIX	QTY	COMMUNITY NAME	Check One					COUNTY NAME	
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FOLD ALONG THIS LINE

FOLD ALONG THIS LINE

PLACE
POSTAGE
HERE

1st Class
Postage
Required

FEDERAL EMERGENCY MANAGEMENT AGENCY
FLOOD MAP DISTRIBUTION CENTER
6930 (A - F) SAN TOMAS ROAD
BALTIMORE, MARYLAND 21227 - 6227

STAPLE HERE