

ADVANCE PAYMENT REQUEST

I. Request for Advance Payment

1. I, _____ [Insured(s)], request that _____ [Insurer] provide an advance payment for a claim that I will submit pursuant to a Standard Flood Insurance Policy covering the property described above.
2. I request an advance payment of \$ _____ under Coverage A (Building) of my flood insurance policy.

*Only available if building coverage was purchased on the policy.

*If there is a mortgage on the building, any mortgagee will need to be listed on the advanced payment check. An advance against the contents coverage, if available, is made payable to the insured only.

3. I request an advance payment of \$ _____ under Coverage B (Contents) of my flood insurance policy.
* Only available if contents coverage was purchased on the policy.
4. To the best of my knowledge, I believe that my insured property experienced a flood loss covered by my flood insurance policy on _____.
5. The address where my advanced payment should be mailed is:

Address

City, State Zip

II. Information About My Flood Insurance Policy

6. The address of my insured property is: _____
Address

City, State Zip
7. My flood insurance policy number is: _____.
8. My flood insurance policy's limit under Coverage A (Building) is \$ _____ with a deductible of \$ _____.
9. My flood insurance policy's limit under Coverage B (Contents) is \$ _____ with a deductible of \$ _____.
10. The following have a lien on the insured property: _____.

III. Acknowledgment of Terms and Conditions

11. By requesting this advance payment, I acknowledge the following:

- a. The investigation of my loss is not complete at this time. Even though my insurer is providing an advance payment, it does not admit liability or approve coverage under my policy.
- b. After the investigation of my claim, my insurer may deny my claim pursuant to my flood insurance policy. If the insurer denies my claim, I agree to reimburse my insurer the full amount of any advance payments received.
- c. If my final claim settlement is equal to or more than the amount I received as an advance payment, my insurer will reduce the final settlement amount by the amount I received as an advance payment.
- d. If my final claim settlement is less than the amount I received as an advance payment, I agree to reimburse my insurer the difference between the final settlement amount and the amount I received as an advance payment.
- e. This is not a proof of loss, which is required by my flood insurance policy. I must submit a proof of loss to my insurer within sixty (60) days of the date of loss (or, if FEMA extends the period to file a proof of loss, within the period authorized by FEMA).
- f. This request does not change or modify any of the conditions, terms, provisions, or requirements contained in my Standard Flood Insurance Policy. This request does not alter in any way the obligations or legal rights available to me or my insurer, now or in the future.
- g. My insurer will include any mortgagee shown on the Declaration Page of my flood insurance policy, or any known mortgagee at the time of payment, on a building property advance payment check.

IV. Acceptance of Financial Responsibility

12. I understand that by signing this request, I agree to provide prompt reimbursement of any improperly advanced amount upon demand by my insurer. If I do not provide such refund, I agree to indemnify my insurer for the costs of any and all steps and costs incurred by the insurer in recovering the improper amounts, including, but not limited to, all legal costs, attorney's fees, court costs and filing fees.

I declare (or certify, verify, or state) under penalty of perjury that the foregoing is true and correct.

INSURED SIGNATURE: _____ DATE: _____

OWNER, TITLE OR POSITION (if non-residential): _____

WITNESS or ADJUSTER SIGNATURE: _____ DATE: _____

WITNESS or ADJUSTER PRINT NAME: _____