

Flood Insurance Compliance Checklist

Date: _____

To: _____

From: _____

Subject: Flood Insurance Compliance Checklist

Checklist Items:

- Ensure property is located in a designated flood zone.
- Verify the need for flood insurance coverage.
- Review current flood insurance policy details.
- Confirm renewal dates and payment schedules.
- Assess coverage limits and deductibles.
- Check compliance with local floodplain management regulations.
- Document any correspondence with insurance agents.
- Maintain records of previous flood claims, if any.

Action Items:

1. Review and complete the items listed above.
2. Contact your insurance provider for any questions or clarifications.
3. Submit completed checklist to compliance officer by _____.

Thank you for your attention to this important matter.

Sincerely,

Title