

# Flood Insurance Obligation Notification

Date: [Insert Date]

To: [Insert Recipient's Name]

[Insert Recipient's Address]

Dear [Insert Recipient's Name],

This letter serves to inform you of your obligation to maintain flood insurance coverage on your property located at [Insert Property Address].

As mandated by federal law, properties located in flood zones are required to carry flood insurance to protect against potential flooding risks. Failure to maintain this insurance may result in financial penalties and loss of financial assistance for any flood-related damages.

Please ensure that your flood insurance policy is up to date and that you provide proof of coverage to our office by [Insert Deadline Date].

If you have any questions regarding your obligations or need assistance finding flood insurance, please contact our office at [Insert Contact Information].

Thank you for your attention to this important matter.

Sincerely,

[Insert Your Name]

[Insert Your Position]

[Insert Your Organization]

[Insert Your Contact Information]