



Guide to FEMA NFIP Forms*

Letter of Map Change – forms used to apply to FEMA to have the floodplain maps changed, or to have a structure removed from the Special Flood Hazard Area (SFHA)

- [MT-EZ Form](#) (pdf, 125kb) and [Instructions](#) (pdf, 231kb) – A short Letter of Map Amendment (LOMA) form for removing a single residential structure or lot from the SFHA. The lowest ground elevation of the lot or at the foundation of the structure must be above the base flood elevation (BFE) found in the community's Flood Insurance Study.
- [MT-1](#) (pdf, 3.2mb) – Letter of Map Amendment for multiple lots, commercial or multiple-family lots/structures, and lots or structures located in the floodway. This form is also used to obtain a Letter of Map Revision Based on Fill (LOMR-F). A LOMR-F removes structures or lots that have been elevated on fill to above the base flood elevation.
- [MT-2](#) (pdf, 2.9mb) – Used to apply for a Letter of Map Revision (LOMR). A LOMR changes the mapped FEMA floodplain based on updated hydrology or topography data or due to changes in the BFE or floodway due to development. Initiation of projects such as bridges, culverts, flood control levees in a mapped regulatory floodway should be accompanied by a LOMR.

Other Forms and Certificates

- [Flood Proofing Certificate](#) (pdf, 25kb) – Provides certification from an engineer or architect that a non-residential structure has been properly flood proofed to at least the base flood elevation.
- [Elevation Certificate](#) (pdf, 230kb) – Form and Instructions to provide elevation information for a structure. This form can be used to provide the elevation information for a LOMA or LOMR-F. It is also used to rate buildings for flood insurance purposes.
- [Application for Participation in the NFIP](#) (pdf, 16kb) – To be filled out by a community wishing to enroll in the NFIP. Enrollment also requires the drafting of a "resolution of intent" and the adoption of floodplain management regulations. You can learn about enrolling in "[FEMA-496: Joining the NFIP](#)" (pdf, 3.4mb), and by contacting our office at (802) 241-3759.

* If viewing a hard copy of this resource, please note that this page contains web links. The forms can be downloaded from our web page at www.vtwaterquality.org/rivers/htm/rv_floodhazard.htm