

**INSTRUCTIONS FOR MAKING APPLICATION  
TO PARTICIPATE IN THE  
NATIONAL FLOOD INSURANCE PROGRAM**

1. Fill out the attached Application Form.
2. Adopt and certify the attached Resolution committing the community to Floodplain Management.
3. Adopt and certify an ordinance/order establishing floodplain management standards consistent with Section 60.3 of the Rules and Regulations of the National Flood Insurance Program.

**4. Mail one copy of the complete application packet to:**

Frank Pagano, Director  
Mitigation Division  
Federal Emergency Management Agency  
Region VI - Federal Center  
800 North Loop 288  
Denton, Texas 76201-3698

**5. Mail one copy of the complete application packet to:**

Michael Segner  
NFIP State Coordinator  
Texas Water Development Board  
P O Box 13231  
Austin, Texas 78711-3231

6. Maintain one copy of the complete application for your records.
7. Applications should be mailed under a cover letter expressing the intent of the City or County to participate in the National Flood Insurance Program.