

Third-Party Written Consent: Let FEMA Know Who to Talk to About Your Application

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Applicants who need a friend or relative to act on their behalf when applying for disaster assistance, or to meet the FEMA inspector on site, can do so by writing and submitting a third-party statement. This document is a legal agreement that allows another person over the age of 18 to provide and receive information from FEMA on behalf of the survivor.

Third-party written consent is useful when:

- [The applicant is displaced and unable to be present during the home inspection.](#)
- People need help filling out the application for FEMA assistance. This could be helpful for:
 - Senior citizens
 - People who have difficulties understanding verbal and/or written information
 - People with mental, physical or sensory challenges that may prevent them from understanding

A third-party written consent must:

- **Be in writing.** The written statement can be uploaded to your [DisasterAssistance.gov](https://www.fema.gov/disaster/assistance) account, mailed, faxed or brought into a Disaster Recovery Center.
 - Mail or fax to:
FEMA National Processing Service Center
P.O. Box 10055
Hyattsville, MD 20782-8055

Fax: 800-827-8112



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- Verbal permission is only accepted when both the survivor and the third party are present at a FEMA Disaster Recovery Center or while calling the FEMA Helpline.
- **Verify identity.** The survivor must state their full name, current address, date and place of birth as well as their application number.
- **Be signed by the survivor.** By signing the document, the survivor agrees that the information is truthful.
- **Include an individual identifier.** Including the application number will help a FEMA representative locate your application and expedite the process.
- **Include information to be disclosed to the third party by FEMA.**
- **Identify the person or group to which the disclosure is being consented.** This can be a friend, neighbor, relative or a representative such as an insurance agent.

Survivors must be able to successfully answer all verifications if they call the FEMA Helpline and request that the operator speak to a third party on their behalf.

How to Contact FEMA

- Online at DisasterAssistance.gov
- Call the FEMA Helpline at 800-621-3362 (TTY 800-462-7585) any time
- Download the FEMA mobile app

For the latest information on Hurricane Ida visit fema.gov/disaster/4611. Follow us on Twitter at twitter.com/FEMARegion6 and like us on Facebook at facebook.com/FEMARegion6/.



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