

# How to Appeal FEMA's Decision

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Mainers who applied for assistance from FEMA for the severe storm and flooding that took place **January 9-13** in the designated counties of **Cumberland, Hancock, Knox, Lincoln, Sagadahoc, Washington, Waldo and York** will receive a determination letter from the agency explaining the result of their application.

If you are found eligible for assistance, the letter will explain the amount of assistance FEMA approved and information on the appropriate use of disaster assistance funds. If you disagree with the amount or type of assistance provided, you may appeal that determination.

If you are found ineligible, please read the letter carefully and entirely as it will explain the reasons for ineligibility and what may be needed to submit with an appeal letter for reconsideration. **In some circumstances, you may only need to submit additional information or supporting documentation for FEMA to reprocess the application.**

## The Appeal Process

To appeal, you must submit a signed letter explaining why you disagree with FEMA's decision and provide additional information or documents supporting your appeal. The appeal must be submitted within 60 days of the date on the determination letter. Please include the following:

- Applicant's full name, disaster-damaged primary address, current address and current phone number
- Applicant's 9-digit FEMA application number on each page, found at the top of the determination letter.
- FEMA disaster declaration number DR 4764 (on every page)
- Applicant's signature and the date.
- Additional documentation to support your appeal (verifiable contractor's estimate, insurance paperwork, any additional documents FEMA requested in



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the eligibility letter)

Questions about your letter or the appeal process can be answered by calling the FEMA's help line at 800-621-3362. The helpline is available 7 a.m. to 1 a.m. seven days a week and help is available in most languages. You can also visit a Disaster Recovery Center. To find the nearest center, go to: [fema.gov/drc](https://www.fema.gov/drc).

If you choose to have a someone else submit an appeal letter on your behalf, the letter must be signed by that person. Additionally, please include a statement signed by you giving permission for that person to appeal on your behalf. You can submit your letter and document by:

- **Mailing to:** FEMA, P. O. Box 10055, Hyattsville, MD 20782-8055
- Uploading to your account on [DisasterAssistance.gov](https://www.DisasterAssistance.gov), Click "Check Status" on the home page and follow the instructions.
- Faxing to 800-827-8112 Attn: FEMA, or
- Visiting your nearest Disaster Recovery Center and submit your appeal. You can find one at [fema.gov/drc](https://www.fema.gov/drc).



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