

# OFFICIAL NOTICE to REPORT DAMAGE TO YOUR PRIVATE RESIDENCE OR BUSINESS

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**WHO SHOULD REPORT?** Anyone who has had damage to their property in Jefferson County / Port Townsend - like a home, business, or personal belongings - should report it now. **THIS IS AN IMPORTANT 1ST STEP IN RECOVERY**

**WHY?** Our community **MAY be eligible** for low cost loans or federal grants to cover some of your uninsured losses. Developing an estimate of total *uninsured damage* in the community is a critical part of getting the help you and your neighbors need.

**HOW TO REPORT?** Contact the **Jefferson County Dept. of Emergency Management**. After you report, tell your friends so they can report also. Use any of the contact methods shown below.

**WHEN?** We are seeking a Presidential disaster declaration that may release federal assistance programs. We need your preliminary information as soon as possible.

**WHAT HAPPENS THEN?** We will compile that information and send it to the Governor. The Governor will make an appeal on our behalf to the Federal Emergency Management Agency. If FEMA approves us for aid, you will then be invited to apply directly to FEMA for benefits. **It will be announced in the local news media.**

**WHAT SHOULD YOU DO IN THE MEANTIME?** Clean up, make necessary repairs - but carefully document your damages (take pictures/video if you can) and save all estimates and receipts.

**YOU AND YOUR NEIGHBORS MAY BE ELIGIBLE  
FOR ASSISTANCE - IF YOUR REPORT DAMAGE**



CALL: **360-385-9368**  
FAX THE FORM TO: 360-385-9376  
E-MAIL: [jcdem@co.jefferson.wa.us](mailto:jcdem@co.jefferson.wa.us)  
(give us a number where we can call you)  
MAIL THE FORM TO:  
Dept. of Emergency Management  
81 Elkins Road, Port Hadlock 98339

