FEMA ASSISTANCE
Requires Proof of HOME OWNERSHIP

3 Ways to Submit Ownership documents

1. Provide a copy to FEMA’s representative during your home inspection.
2. Upload to your FEMA account at DisasterAssistance.gov.
3. Bring to the nearest disaster recovery center.

Questions?
Call the FEMA Helpline at 800-621-FEMA (3362)
(voice, 711 or Voice Relay Service), TTY: 800-462-7585 (press 2 for Spanish).
Lines are open 7 days a week - 7 a.m. to 11 p.m.
To find the closest disaster recovery center, visit FEMA.gov/DRC.
Assistance is awarded to “Owner-Occupied” homes. Owner-Occupied means:

- Home occupied by the legal owner
- Person responsible for paying taxes or maintenance of the home
- Person with lifetime occupancy rights

What is a Self Declaration of Ownership?
- A written document in which you declare yourself the owner of property.
- Information on the document must match information on your FEMA application.
- Does not have to be notarized.

What to Include:
(Information must match FEMA application)
- Applicant’s name, signature and the date.
- Address of damaged house.
- How long you owned the damaged house before the disaster.
- Explanation of why you can’t verify standard ownership (e.g., documents were lost in a flood).
- “I declare under penalty of perjury that this Declaration of Ownership is true and correct”.

Proof of Ownership Documents:
- Deed, title or lease
- Bill of sale or bond for title
- Bill of payment record
- Land installment contract
- Mortgage payment booklet
- Property tax receipt or property tax bill
- Real property structure insurance
- Last will and testament (and death certificate) naming applicant heir to the property
- Manufactured home certificate of title
- Real estate provision
- Quitclaim deed
- Property Title Certificate from Puerto Rico Department of Housing (for more information visit the nearest Regional Office)
- Life Estate issued by the Puerto Rico Department of Housing or local municipality

No standard Proof of Ownership documents?
- Provide FEMA a written Self Declaration of Ownership.

The Process:

STEP 1
REGISTER FOR ASSISTANCE
www.disasterassistance.gov
Phone: 800-621-3362 (711/VRS)
800-462-7585 (TTY)

STEP 2
INSPECTION

STEP 3
DETERMINATION LETTER

Do you need to file additional Home Ownership documents?
- Yes
- No

Do you have Standard Proof of Ownership documents?
- Yes
- No

SUBMIT DOCUMENTS
SUBMIT SELF OWNERSHIP DECLARATION