CANCELLATION/NULLIFICATION

Flood insurance coverage may be terminated by either canceling or nullifying the policy, only in accordance with a valid reason for the transaction, as described in Paragraphs I.B.1–24. If coverage is terminated, the insured may be entitled to a full or partial refund under applicable rules and regulations. In some instances, the insured might be ineligible for a refund.

I. PROCEDURES AND VALID REASONS

Submit a completed Cancellation/Nullification Request Form and proper documentation to the current National Flood Insurance Program (NFIP) insurer for processing.

A. Refund Processing Procedures

1. The current NFIP insurer will be responsible for returning the premium for the current policy year and 1 prior policy year, provided that it was the insurer for that period. If another NFIP insurer was the insurer for the prior policy year, it will be responsible for returning the premium for that year.

2. Requests for refunds for more than 2 years (Reason Codes 4, 6, 10, and 22 only) must be processed by the NFIP Bureau and Statistical Agent (NFIP Bureau).

   a. For requests processed by the NFIP Bureau, the current NFIP insurer must submit all of the documentation necessary to make a refund for any period exceeding 2 years. At a minimum, this documentation will consist of the following:

      - A policy cancellation request and the premium refund calculation for each year.
      - The company's statistical records or declarations pages for each policy term and evidence of premium payments obtained from the insured if these documents are not available from the company's records.
      - Photographs to verify ineligible risks.
      - For Cancellation Reason Code 22 only (standard-rated policy eligible for the Preferred Risk Policy [PRP]): A Letter of Map Amendment (LOMA); a Letter of Map Revision (LOMR); a copy of the most recent flood map marked to show the exact location and flood zone of the building; a letter indicating the exact location and flood zone of the building, and signed and dated by a local community official; an Elevation Certificate indicating the exact location and flood zone of the building, and signed and dated by a surveyor, an engineer, an architect, or a local community official; or a flood zone determination certification that guarantees the accuracy of the information.

   b. Mail the appropriate documentation to:

   NFIP Bureau and Statistical Agent
   Underwriting Department
   8400 Corporate Dr., Suite 350
   Landover, MD 20785

3. Write Your Own (WYO) Companies will be notified of the premium refunded and the Expense Allowance due to the NFIP. The companies must maintain this documentation as part of their underwriting files.

4. All existing refund rules concerning the Federal Policy Fee and agent/producer commission remain in effect.

B. Valid Reason Codes for Cancellation/Nullification of NFIP Policies

The Transaction Record Reporting and Processing (TRRP) reason codes in this section are used for reporting purposes only.

1. Building Sold or Removed (TRRP Reason 01)

The insured has sold or transferred ownership of the insured property and no longer has an insurable interest; the builder or developer has requested to cancel the policy mid-term because a newly created association has purchased a policy under its name; or the insured property has been removed from the described location. This reason code also may be used if the building has been foreclosed or if the building is considered a total loss because the building damage is greater than or equal to the replacement cost of the building. The effective date of the cancellation is the date the insured ceased to have an insurable interest in the property. For buildings sold, proof-of-sale documentation is required.

- Type of Refund: Pro rata
- Years Eligible for Refund: Up to 2 years
- Cancellation Request: Must be received within 1 year of date of sale or removal if the policy has expired
- Documentation: Bill of sale, settlement statement, proof of removal, proof of total loss, or court documentation to identify the refund recipient if the building is foreclosed

2. **Contents Sold or Removed (TRRP Reason 02)**

The insured has sold or transferred ownership of the insured property and no longer has an insurable interest, or the insured property has been completely removed from the described location. The effective date of the cancellation is the date the insured ceased to have an insurable interest in the property at the described location, or the date the property was removed from the described location.

- Type of Refund: Pro rata
- Years Eligible for Refund: Up to 2 years
- Cancellation Request: Must be received within 1 year of date of sale or removal
- Documentation: Bill of sale, proof of contents removal, or proof of total loss

3. **Policy Canceled and Rewritten to Establish a Common Expiration Date with Other Insurance Coverage (TRRP Reason 03)**

The new policy must be rewritten within the same company for the same or higher amounts of coverage. However, if it is rewritten for higher amounts of coverage, the waiting period rule will apply. The agent/producer must submit a new Application and premium. Upon receipt of the new policy declarations page, the agent/producer should request *cancellation* of the prior policy. The effective date of the cancellation will be the same as the effective date of the new policy.

- Type of Refund: Pro rata
- Years Eligible for Refund: Current year
- Cancellation Request: Must be received within 1 year of the new policy effective date
- Documentation: Copy of new policy declarations page

4. **Duplicate NFIP Policies (TRRP Reason 04)**

When a duplicate NFIP policy has been issued, only 1 policy can remain in effect. The insured can choose which policy is to remain in effect and which policy is to be canceled. This does not apply when there has been a deliberate creation of duplicate policies. If this event does occur, the policy with the later effective date must be canceled. Losses occurring under such circumstances will be adjusted according to the terms and conditions of the first policy.

When coverage has been force-placed by a lender using a conventionally written standard-rated policy because the required underwriting information is available, that policy is considered equivalent to the Mortgage Portfolio Protection Program (MPPP) policy. The WYO Company is authorized to cancel the standard-rated (force-placed) policy, provided that a copy of the force-placement letter from the mortgagee and a copy of the policy declarations page are submitted with the Cancellation/Nullification Request Form. The WYO Company is authorized to cancel the MPPP policy if a copy of the policy declarations page is submitted with the Cancellation/Nullification Request Form.

- Type of Refund: Pro rata
- Years Eligible for Refund: Up to 6 years
- Cancellation Request: Must be received within 1 year of the policy expiration date
- Documentation: Copy of declarations page(s) and, for the standard force-placed policy, a copy of the force-placement letter from the mortgagee

5. **Non-Payment (TRRP Reason 05)**

When an agent/producer accepts a premium payment from a client and then submits an agency check to the insurer with the Application, the policy may be nullified if the client's check is returned because of insufficient funds or any other reason the check is not made good to the agent/producer. The bank's notice must be attached to the form when this situation occurs. If the agent/producer can document this, a full premium refund is provided to the agent/producer. If a WYO Company has covered the premium for a prospective insured and then does not receive payment, the policy can be nullified.

This reason cannot be used if the agent/producer advanced agency funds and the client did not pay the agency.

- Type of Refund: Full
- Years Eligible for Refund: Current year
- Cancellation Request: Must be received during the policy year
- Documentation: Bank notice of non-payment

6. **Risk Not Eligible for Coverage (TRRP Reason 06)**

This reason is used to *nullify* a policy when an Application was submitted and a policy was issued on a property not eligible for coverage. A clear and precise explanation must be included when submitting this type of cancellation request. Examples include the following: (1) Property is

not located in a community participating in the NFIP. (The use of an incorrect community number allowed the policy to be issued.) (2) Contents are not located in an eligible building. (3) Property is located in a Coastal Barrier Resources System (CBRS) area.

- Type of Refund: Full
- Years Eligible for Refund: No limit, back to policy inception
- Cancellation Request: Must be received within 1 year of the policy expiration date
- Documentation: Tax records, Section 1316 declaration, or Coastal Barrier Resources Act (CBRA) determination, as appropriate, or photographs showing ineligibility

7. **Property Closing Did Not Occur (TRRP Reason 08)**

This reason is used to *nullify* a policy when it is issued for a closing at the time of settlement on a property and the transfer of the property does not take place. The client does not actually acquire an insurable interest in the property.

- Type of Refund: Full
- Years Eligible for Refund: Current year
- Cancellation Request: Must be received during the policy year
- Documentation: Statement from title company, lender, or attorney representing the interests of title company, lender, or insured, that the property closing did not occur

8. **Policy Not Required by Mortgagee (TRRP Reason 50)**

This provides a means to cancel a policy when coverage was required by the mortgagee for a closing and it was later determined that the property was not located in a Special Flood Hazard Area (SFHA). As a result, coverage was not required by the mortgagee. The mortgagee's statement to this effect must be attached to the Cancellation/ Nullification Request Form.

This cancellation reason can be used only if the cancellation request was made during the initial policy term. The cancellation effective date is the date the cancellation request is received by the insurer. A revised determination from the lender may be used to cancel the policy. A Federal Emergency Management Agency (FEMA) Out-As-Shown Determination, as a result of a LOMA application, is needed if there is a discrepancy between the lender's and the insured's determinations.

NOTE: This cancellation reason may be used even if the policy was rated in a non-SFHA.

- Type of Refund: Pro rata
- Years Eligible for Refund: Current year
- Cancellation Request: Must be received during the policy year
- Documentation: Copy of original mandatory purchase document and current mortgagee statement that policy is not required; a revised determination from the lender showing that the building is not in an SFHA.

9. **Insurance No Longer Required by Mortgagee Because Property Is No Longer Located in a Special Flood Hazard Area Because of a Physical Map Revision (TRRP Reason 09)**

Flood insurance was initially required by the mortgagee or other lender because the property was determined to be in an SFHA. Following the physical revision of a map, if the property is no longer located in an SFHA, then the policy may be canceled provided the mortgagee confirms in writing that the insurance is no longer required because the property was removed from the SFHA. This cancellation reason may be used even if the policy was rated in a non-SFHA due to grandfathering or to the 2-year PRP Eligibility Extension.

NOTE: The Residential Condominium Building Association Policy (RCBAP) requires a release from the mortgagee for each unit owner in the building or a signed release from each unit owner when there is no mortgagee. Only after this requirement is met can the policy be canceled. The condominium association must provide a signed letter that lists the number of units and specifies the owner of each unit.

- Type of Refund: Full
- Years Eligible for Refund: Current year in those cases where the map was revised during the current policy term, and for an additional policy year in those cases where the insured had been required to renew the policy during the 6 months before or after the effective date of the revised map, provided no claim has been paid or is pending during the policy year that is being canceled. For example, the flood policy was effective from January 1, 2009, to January 1, 2010, and renewed January 1, 2010, to January 1, 2011. The effective date of the map change is February 15, 2010. The cancellation will be effective January 1, 2009.

- Cancellation Request: Must be received during the policy year or within 6 months of the policy expiration date
- Documentation: Statement from mortgagee that insurance was required as part of mortgage but is no longer required, and a copy of the revised map

10. Condominium Policy (Unit or Association) Converting to RCBAP (TRRP Reason 45)

This provides a means to cancel a dwelling policy covering a condominium unit because coverage is being provided under an RCBAP. This reason is used when the unit owner policy and the RCBAP limits are more than the cost of the unit, up to the maximum limits of the Program.

- Type of Refund: A pro-rata premium refund, including Federal Policy Fee and Probation Surcharge, is provided.
- Years Eligible for Refund: Up to 6 years
- Cancellation Request: Must be received within 1 year of the policy expiration date
- Documentation: Copy of RCBAP and value of unit

11. This cancellation reason code has been deactivated.

12. Mortgage Paid Off (TRRP Reason 52)

This reason is used to cancel a policy that was obtained due to a requirement by a mortgagee or lender as a condition of a mortgage loan, and that mortgage loan has now been paid off, provided no claim has been paid or is pending.

- Type of Refund: Pro rata
- Years Eligible for Refund: Current year and the pro-rata portion of the prior policy year in those cases where the policy renewed after the mortgage was paid off
- Cancellation Request: Must be received within 60 days of the date the mortgage was paid off for the cancellation to be effective on the date of payoff. When the request is received more than 60 days after the mortgage was paid off, there is no refund.
- Documentation: Statement from mortgagee that mortgage has been paid off and that flood insurance was required as part of mortgage

13. Voidance Prior to Effective Date (TRRP Reason 60)

This reason is used when coverage is not mandatory and a policyholder decides during the 30-day waiting period, or prior to the effective date of a renewal, not to take the policy, after submitting a premium payment.

- Type of Refund: Full
- Years Eligible for Refund: Current year
- Cancellation Request: Must be received prior to the policy effective date
- Documentation: Policyholder's request

14. Voidance Due to Credit Card Error (TRRP Reason 70)

This reason is used when an error or billing dispute occurs (processing error or fraud) on a credit card payment.

- Type of Refund: Full
- Years Eligible for Refund: Current year
- Cancellation Request: Must be received during the policy year
- Documentation: Credit card notice of non-payment

15. Insurance No Longer Required Based on FEMA Review of Lender's Special Flood Hazard Area Determination (TRRP Reason 16)

Flood insurance was initially required by the mortgagee or other lender because the property was determined to be in an SFHA. Following a review under the Flood Disaster Protection Act of 1973, as amended, FEMA issued a Letter of Determination Review (LODR) because the building or manufactured home is not in an SFHA and insurance is not required. The policy may be canceled back to inception.

This cancellation reason can be used only if the request from the borrower and lender was sent to FEMA for a LODR within 45 days from the lender's notification to the borrower that the building is in an SFHA and that flood insurance is required. This cancellation reason may be used even if the policy was rated in a non-SFHA due to grandfathering or to the 2-year PRP Eligibility Extension.

- Type of Refund: Full
- Years Eligible for Refund: Current year provided no claim has been paid or is pending
- Cancellation Request: Must be received during the policy year or within 6 months of the policy expiration date
- Documentation: Copy of FEMA's LODR, and statement from the lender that flood insurance is not required

16. Duplicate Policies from Sources Other Than the NFIP (TRRP Reason 17)

This reason code is used to cancel an NFIP policy when a duplicate policy has been obtained from sources other than the NFIP.

- Type of Refund: Pro rata

- Years Eligible for Refund: Current year
- Cancellation Request: Must be received within 6 months of the new policy effective date. When the request is received after 6 months, the effective date for cancellation is the receipt date of the request.
- Documentation: Copy of declarations page of the new policy and a statement from the mortgagee, if any, accepting the non-NFIP policy as the replacement

17. This cancellation reason code has been deactivated.

18. Mortgage Paid Off on an MPPP Policy (TRRP Reason 52)

This reason code is used to cancel an MPPP Policy after the mortgage is paid off, provided no claim has been paid or is pending.

- Type of Refund: Pro rata
- Years Eligible for Refund: Current year and the pro-rata portion of the prior policy year in those cases where the policy renewed after the mortgage was paid off
- Cancellation Request: Must be received within 60 days of the date the mortgage was paid off for the cancellation to be effective on the date of payoff. When the request is received more than 60 days after the mortgage was paid off, there is no refund.
- Documentation: Statement from mortgagee that mortgage has been paid off and that flood insurance was required as part of mortgage.

19. Insurance No Longer Required by the Mortgagee Because the Structure Has Been Removed from the SFHA by Means of a LOMA or LOMR (TRRP Reason 20)

Where flood insurance was required by the mortgagee or other lender because the property was determined to be in an SFHA, and it is later determined that the property is no longer located in an SFHA through the issuance of a LOMA or LOMR, the policy can be canceled provided the lender confirms in writing that the insurance is no longer required because the property was removed from the SFHA. This cancellation reason may be used even if the policy was rated in a non-SFHA due to grandfathering or to the 2-year PRP Eligibility Extension. A copy of the LOMA or LOMR must accompany this request. This cancellation code cannot be used when a LOMA or LOMR is issued more than 60 days before the effective date of the current policy.

NOTE: The RCBAP requires a release from the mortgagee for each unit owner in the building or a signed release from each unit owner when there is no mortgagee. Only after this requirement is met can the policy be canceled. The condominium association must provide a signed letter that lists the number of units and specifies the owner of each unit.

- Type of Refund: Full
- Years Eligible for Refund: Current year and, if applicable, 1 prior year provided the LOMA/LOMR became effective within 60 days before the current policy's effective date and no claim has been paid or is pending during the policy year that is being canceled. For example, the flood policy was effective from January 1, 2009, to January 1, 2010, and renewed January 1, 2010, to January 1, 2011. The effective date of the LOMA is December 1, 2009. The cancellation will be effective January 1, 2009.

  NOTE: If the LOMA/LOMR is dated more than 60 days prior to the most recent renewal, no refund will be issued.

- Cancellation Request: Must be received during the policy year or within 6 months of the policy expiration date.
- Documentation: Statement from mortgagee that flood insurance is no longer required because the property was removed from the SFHA, and a copy of the LOMA/LOMR; *or*, in the case of multi-property LOMAs or LOMRs that do not list the property's specific building, street address, lot number, or rural address, any of the following and a copy of the LOMA/LOMR:
  - A letter that an insured received from their community official stating that their structure was removed from the SFHA by a multi-property LOMR or LOMA.
  - A letter from the applicable community official, on official letterhead, stating that the building was included in the area removed from the SFHA by the multi-property LOMR or LOMA, which listed only boundaries/intersections of streets, lot numbers, or rural addresses.
  - In cases, and only in cases, where (1) a community official could not or would not provide a letter, or (2) the structure has a rural address, the following set of 2 documents may be submitted:
    - A copy of a legal notice, such as a real estate assessment notice or a water/sewer notice, that shows the lot number, street or rural address, or other legal designation of the location of the structure; *and*

– A letter from the mortgage lender that (1) shows the lot number, street or rural address, or other legal designation of the location of the structure, and that (2) states that the structure was within the boundaries of the area removed from the SFHA by the LOMR or LOMA.

Letters from community officials must match the street address and lot number with a specific multi-property LOMR or LOMA, stating that the individual building street address, lot number, or rural address (e.g., RR, Box #, Hwy) was included in the area covered by the LOMR or LOMA. The insurer may accept zone determinations in lieu of the documentation cited above for these situations.

20. Policy Was Written to the Wrong Facility (Severe Repetitive Loss Property) (TRRP Reason 21)

This reason is used to cancel a policy flat when coverage was inadvertently written to the wrong facility on those structures that were identified as Severe Repetitive Loss Properties. The cancellation effective date must be the same as the policy effective date.

- Type of Refund: Full
- Years Eligible for Refund: Current year
- Cancellation Request: Must be received during the policy year
- Documentation: Report provided by the NFIP identifying the building as a Severe Repetitive Loss Property

21. Other: Continuous Lake Flooding or Closed Basin Lakes (TRRP Reason 10)

This cancellation code is used for continuous lake flooding or closed basin lakes. The cancellation can be for only 1 term of a policy. The cancellation effective date must be after the date of loss.

- Type of Refund: No refund allowed
- Years Eligible for Refund: N/A
- Cancellation Request: N/A
- Documentation: FEMA notification

22. Cancel/Rewrite Due to Misrating (TRRP Reason 22)

This reason code is used when ineligible PRPs or MPPP policies are canceled and rewritten within the same company and when changes are made due to system constraints. The code should also be used to cancel a standard-rated policy that is eligible for a PRP due to misrating. This includes a standard-rated policy incorrectly rated in an SFHA, or the failure to apply the 2-year PRP Eligibility Extension to an eligible property. Refunds resulting from the cancellation must be applied to the rewritten policy prior to any refund being generated. Use New/Rollover Indicator "Z" to report the new policy. In order to process a cancel/rewrite due to misrating, the policy to be canceled must have no open or paid claim during the policy year(s) to be canceled.

- Type of Refund: Full
- Years Eligible for Refund: Current year only when converting a standard-rated B, C, or X Zone policy to a PRP. Up to 6 years from the date of misrating of a standard-rated policy in an SFHA, or the failure to apply the 2-year PRP Eligibility Extension to an eligible property.

  NOTE: In determining the number of years for refund eligibility, do not include policy years that expired before a lapse in coverage.

- Cancellation Request: N/A
- Documentation: LOMA, LOMR, zone determination, copy of map, etc.

23. Fraud (TRRP Reason 23)

This reason code is used when fraud has been determined by FEMA. No premium refund is allowed with this reason code. The agent/producer will retain the full commission, and the company's expense allowance will not be reduced.

- Type of Refund: No refund allowed
- Years Eligible for Refund: N/A
- Cancellation Request: N/A
- Documentation: FEMA notification

24. Cancel/Rewrite Due to Map Revision, LOMA, or LOMR (TRRP Reason 24)

This reason code is used to cancel and rewrite a standard-rated flood insurance policy to a PRP within the same company as the result of a map revision, LOMA, or LOMR. The standard-rated policy will be canceled and rewritten as a PRP. Use New/Rollover Indicator "Z" to report the new policy. Premium from the canceled policy will be applied to the PRP, with the difference refunded to the policyholder. No 30-day waiting period will apply to the PRP. The agent/producer will retain the full commission, and the company's expense allowance will not be reduced. This rule applies to the current policy year and 1 prior year

provided that the effective date of the map revision or LOMA/LOMR occurred during the prior year.

- Type of Refund: Full
- Years Eligible for Refund: 2 years
- Cancellation Request: Must be received during the policy year or within 6 months of the policy expiration date
- Documentation: Copy of revised map, LOMA, or LOMR

II. COMPLETING THE CANCELLATION/ NULLIFICATION REQUEST FORM

A. Current Policy Number

In the upper right corner of the form, enter the NFIP policy number.

B. Policy Term

Enter the policy term and the cancellation effective date.

C. Agent Information

Enter the complete name, mailing address, phone number, and fax number of the agent/producer.

D. Insured Mailing Address

Enter the complete name, mailing address, and phone number of the insured. If the insured has moved to a new location, enter the new mailing address.

E. First Mortgagee

Enter the complete name, mailing address, phone number, and fax number of the first mortgagee.

F. Other Parties Notified

Enter the complete name and mailing address of all other interested parties who are to be notified, such as any additional insured, the second mortgagee, the loss payee, trustee, or disaster assistance agency.

G. Property Location

Enter the location of the insured property.

H. Cancellation Reason Code

Check the reason for cancellation of the policy and provide any additional information required.

I. Refund

Check the appropriate box to indicate to whom the refund is to be made payable.

When a Cancellation/Nullification Request Form is received that directs the NFIP to make a premium refund to the payor and the policy has been endorsed showing the payor as a WYO Company or agency, the NFIP will make the refund payable to the insured and mail the refund in care of the agent/producer. Check the appropriate box to indicate to whom the refund should be mailed.

J. Signature

The insured must sign and date the cancellation/ nullification request for all cancellation reason codes except 5, 6, and 22. The agent/producer must sign and date the cancellation/nullification request for all cancellation reason codes except 6 and 22.

Electronic transactions are permitted if the business process includes authentication of signatures and dates of receipt of premium. WYO Companies are responsible for determining the business practices and transaction authentication methods they will use to ensure the security and integrity of such transactions.

After completing the cancellation request, attach all required supporting documents and submit them to the insurer. The agent/producer should retain a copy, give a copy to the insured, and send a copy to the mortgagee, if applicable.

After processing the cancellation request, the insurer will send the agent/producer, mortgagee, and insured a notice of cancellation.

Processing Outcomes for Cancellation/Nullification of a Flood Insurance Policy

REASON CODE FOR CANCELLATION/ NULLIFICATION (WITH TRRP CODE)	PREMIUM REFUND		FEDERAL POLICY FEE AND PROBATION SURCHARGE			PRODUCER COMMISSION (DIRECT BUSINESS ONLY)		
	Full	Pro Rata	Full Refund	Pro Rata	Fully Earned	Full Deduction	Pro Rata	Retained
1 (01)		✓		✓			✓	
2 (02)		✓		✓			✓	
3 (03)		✓		✓			✓	
4 (04)		✓		✓			✓	
5 (05)	✓		✓			✓		
6 (06)	✓		✓			✓		
7 (08)	✓		✓			✓		
8 (50)		✓		✓			✓	
9 (09)	✓		✓					✓
10 (45)		✓		✓			✓	
12 (52)		✓		✓			✓	
13 (60)	✓		✓			✓		
14 (70)	✓		✓			✓		
15 (16)	✓		✓			✓		
16 (17)		✓		✓			✓	
18 (52)		✓		✓			✓	
19 (20)	✓		✓					✓
20 (21)	✓		✓			✓		
21 (10)	NO REFUND ALLOWED				✓			✓
22 (22)	✓		✓			✓		
23 (23)	NO REFUND ALLOWED				✓			✓
24 (24)	✓		✓					✓

U.S. DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY
National Flood Insurance Program

O.M.B. No. 1660-0006 Expires August 31, 2013

CURRENT POLICY NUMBER _____

FLOOD INSURANCE CANCELLATION/NULLIFICATION REQUEST FORM

IF THIS POLICY IS CANCELED BY THE INSURED THROUGH HIS OR HER AUTHORIZED REPRESENTATIVE, IT SHALL REMAIN IN FORCE FOR THE BENEFIT OF THE MORTGAGEE (OR TRUSTEE) FOR 30 DAYS AFTER WRITTEN NOTICE TO THE MORTGAGEE OR TRUSTEE OF SUCH CANCELLATION AND THEN CEASE. SEE REVERSE SIDE FOR PRIVACY STATEMENT.

IMPORTANT – PLEASE PRINT OR TYPE

POLICY TERM

POLICY PERIOD IS FROM _____/_____/_____ (MM DD YYYY) TO _____/_____/_____ (MM DD YYYY) **CANCELLATION EFFECTIVE DATE** _____/_____/_____ (MM DD YYYY)

AGENT INFORMATION

NAME, MAILING ADDRESS, PHONE NO., AND FAX NO. OF LICENSED PROPERTY OR CASUALTY INSURANCE AGENT/BROKER WHOSE POLICY IS BEING TERMINATED:

PHONE NO.: _____ FAX NO.: _____

INSURED MAILING ADDRESS

NAME, ADDRESS, AND PHONE NO. OF INSURED FOR MAILING REFUND:

PHONE NO.: _____

FIRST MORTGAGEE

NAME, ADDRESS, PHONE NO., AND FAX NO. OF FIRST MORTGAGEE INCLUDING LOAN NO.:

PHONE NO.: _____ FAX NO.: _____

LOAN NO.: _____

PROPERTY LOCATION

INSURED PROPERTY LOCATION:

OTHER PARTIES NOTIFIED

LIST OTHER PARTIES NOTIFIED:

CANCELLATION REASON CODE

THIS POLICY MAY ONLY BE CANCELED UPON TERMINATION OF THE INSURED'S OWNERSHIP IN THE PROPERTY COVERED AT THE LOCATION DESCRIBED ON THE DECLARATIONS PAGE OF THE POLICY FOR REASON CODES (1) AND (2) BELOW.

CANCELLATION REASON CODE: _____

1) BUILDING SOLD OR REMOVED
2) CONTENTS SOLD OR REMOVED
3) POLICY CANCELED AND REWRITTEN TO ESTABLISH COMMON EXPIRATION DATE WITH OTHER INSURANCE COVERAGE
4) DUPLICATE NFIP POLICIES
5) NON-PAYMENT
6) RISK NOT ELIGIBLE FOR COVERAGE
7) PROPERTY CLOSING DID NOT OCCUR (NO INSURABLE INTEREST)
8) POLICY OBTAINED FOR PROPERTY CLOSING, BUT NOT REQUIRED BY MORTGAGEE AS PROPERTY NOT IN SFHA
9) INSURANCE NO LONGER REQUIRED BY MORTGAGEE; PROPERTY NO LONGER IN SFHA BECAUSE OF PHYSICAL MAP REVISION
10) CONDOMINIUM POLICY (UNIT OR ASSOCIATION) CONVERTING TO RCBAP
12) MORTGAGE PAID OFF
13) VOIDANCE PRIOR TO EFFECTIVE DATE
14) VOIDANCE DUE TO CREDIT CARD ERROR
15) INSURANCE NO LONGER REQUIRED BASED ON FEMA REVIEW OF LENDER'S SFHA DETERMINATION (LODR)
16) DUPLICATE POLICIES FROM SOURCES OTHER THAN THE NFIP
18) MORTGAGE PAID OFF ON MPPP POLICY
19) INSURANCE NO LONGER REQUIRED BY MORTGAGEE BECAUSE STRUCTURE REMOVED FROM SFHA BY MEANS OF LOMA OR LOMR
20) POLICY WRITTEN TO WRONG FACILITY (SEVERE REPETITIVE LOSS PROPERTY)
21) OTHER: CONTINUOUS LAKE FLOODING OR CLOSED BASIN LAKES
22) CANCEL/REWRITE DUE TO MISRATING
23) FRAUD (FEMA APPROVAL REQUIRED)
24) CANCEL/REWRITE DUE TO MAP REVISION, LOMA, OR LOMR

REFUND

MAKE REFUND PAYABLE TO (CHECK ONE): ☐ INSURED ☐ PAYOR ☐ AGENT (REASON 5 ABOVE ONLY)

MAIL REFUND TO (CHECK ONE): ☐ INSURED ☐ PAYOR ☐ AGENT (REASON 5 ABOVE OR AT REQUEST OF INSURED)

SIGNATURE

THE ABOVE STATEMENTS ARE CORRECT TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT ANY FALSE STATEMENT MAY BE PUNISHABLE BY FINE OR IMPRISONMENT UNDER 18 U.S. CODE, SECTION 1001. INSURANCE AGENT ALSO CERTIFIES THAT ITEMS ON THE REVERSE HAVE BEEN DISCUSSED WITH INSURED.

_____ SIGNATURE OF INSURED _____/_____/_____ (MM DD YYYY)

(NOT REQUIRED FOR REASON 5, 6, OR 22)

_____ SIGNATURE OF AGENT/BROKER _____/_____/_____ (MM DD YYYY)

AGENT/BROKER TAX ID: _____

NFIP COPY

FEMA Form 086-0-2, AUG 10 **Previously FEMA Form 81-17** **F-052 (8/10)**

PLEASE ATTACH ALL REQUIRED DOCUMENTS TO NFIP COPY OF CANCELLATION/ NULLIFICATION REQUEST FORM.
SPECIAL NOTE TO INSURANCE AGENT: SEND ORIGINAL TO NFIP, KEEP SECOND COPY FOR YOUR RECORDS, GIVE THIRD COPY TO THE INSURED, AND FOURTH COPY TO MORTGAGEE.

FLOOD INSURANCE
CANCELLATION/NULLIFICATION REQUEST FORM
FEMA FORM 086-0-2

NONDISCRIMINATION

No person or organization shall be excluded from participation in, denied the benefits of, or subjected to discrimination under the Program authorized by the Act, on the grounds of race, color, creed, sex, age or national origin.

PRIVACY ACT

The information requested is necessary to process your Flood Insurance Application for a flood insurance policy. The authority to collect the information is Title 42, U.S. Code, Sections 4001 to 4028. Disclosures of this information may be made: to federal, state, tribal, and local government agencies, fiscal agents, your agent, mortgage servicing companies, insurance or other companies, lending institutions, and contractors working for us, for the purpose of carrying out the National Flood Insurance Program; to current Severe Repetitive Loss property owners and Preferred Risk Policy owners for the purpose of property loss history evaluation; to the American Red Cross for verification of nonduplication of benefits following a flooding event or disaster; to law enforcement agencies or professional organizations when there may be a violation or potential violation of law; to a federal, state or local agency when we request information relevant to an agency decision concerning issuance of a grant or other benefit, or in certain circumstances when a federal agency requests such information for a similar purpose from us; to a Congressional office in response to an inquiry made at the request of an individual; to the Office of Management and Budget (OMB) in relation to private relief legislation under OMB Circular A-19; and to the National Archives and Records Administration in records management inspections. Providing the information is voluntary, but failure to do so may delay or prevent issuance of the flood insurance policy.

GENERAL

This information is provided pursuant to Public Law 96-511 (Paperwork Reduction Act of 1980, as amended), dated December 11, 1980, to allow the public to participate more fully and meaningfully in the Federal paperwork review process.

AUTHORITY

Public Law 96-511, amended, 44 U.S.C. 3507; and 5 CFR 1320.

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this data collection is estimated to average 7.5 minutes per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20472, Paperwork Reduction Project (1660-0006). **NOTE: Do not send your completed form to this address.**