ELEVATION CERTIFICATE

Important: Read the instructions on pages 1-9.

U.S. DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
National Flood Insurance Program

SECTION A - PROPERTY INFORMATION

A1. Building Owner's Name

A2. Building Street Address (Including Apt., Unit, Suite, and/or Bldg. No. or O. Route and Box No.)

City

State

ZIP Code

A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.)

A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.)

A5. Latitude/Longitude: Lat. __________________ Long. __________________

A6. Attach at least 2 photographs of the building if the Certificate is being used to obtain flood insurance.

A7. Building Diagram Number

A8. For a building with a crawl space or enclosure(s):

a) Square footage of crawl space or enclosure(s) __________________ sq ft

b) No. of permanent flood openings in the crawl space or enclosure(s) ________________

A9. For a building with an attached garage:

c) Total net area of flood openings in A9.b __________________ sq in

d) Engineered flood openings? __ Yes ___ No

SECTION B - FLOOD INSURANCE RATE MAP (FIRM) INFORMATION

B1. NHEP Community Name & Community Number

B2. County Name

B3. State

B4. Map/Panel Number

B5. Suffix

B6. FIRM Index Number

B7. FIRM Panel Effective/Revised Date

B8. Flood Zone(s)

B9. Base Flood Elevation(s) (Zone AC, use base flood depth)

B10. Indicate the source of the Base Flood Elevation (BFE) data or base flood depth entered in Item B9.

FIS Profile

Community Determined

Other (Describe)__________

B11. Indicate elevation datum used for BFE in Item B9: 

FGD 1929

NAVD 1988

Other (Describe)__________

B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)?

Yes ___ No ___

CBRS

OPA

SECTION C - BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

C1. Building elevations are based on: 

Construction Drawings

Building Under Construction

Finished Construction

A New Elevation Certificate will be required when construction of the building is complete.

C2. Elevations are Zones A1-A30, AE, AH, A with (BFE), VE, V1-V30, V (with BFE), AR, AR/A, AR/AE, AR/A1-A30, AR/AR/A. Complete Items C2a-h below according to the building diagram specified in Item A7. Use the same datum as the BFE.

Benchmark: Utilized ________ Vertical Datum: ________

Conversion/Comments: 

Check the measurement used:

a) Top of bottom floor (including basement, crawl space, or enclosure floor) ________ feet ________ meters (Puerto Rico only)

b) Top of the next higher floor ________ feet ________ meters (Puerto Rico only)

c) Bottom of the lowest horizontal structural member (in Zones only) ________ feet ________ meters (Puerto Rico only)

d) Attached garage (top of slab) ________ feet ________ meters (Puerto Rico only)

e) Lowest elevation of machinery or equipment servicing the building (Describe type of equipment and location in Comments) ________ feet ________ meters (Puerto Rico only)

f) Lowest adjacent (finished) grade next to building (LAG) ________ feet ________ meters (Puerto Rico only)

g) Highest adjacent (finished) grade next to building (HAG) ________ feet ________ meters (Puerto Rico only)

h) Lowest adjacent grade at lowest elevation of deck or stairs, including structural support ________ feet ________ meters (Puerto Rico only)

SECTION D - SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION

This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by law to certify elevation information. I certify that the information on this Certificate represents my best efforts to interpret the data available.

I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.

[Signature]

[License Number]

[Company Name]

[Address]

[City, State, ZIP Code]

[Telephone]

FEMA Form 81-31, Mar 09

Replaces all previous editions.
IMPORTANT: In these spaces, copy the corresponding Information from Section A.
Building Street Address (including Apt., Unit, Suite, Floor Bldg. No.) or P.O. Route and Box No.

City State ZIP Code

SECTION D - SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION (CONTINUED)

Copy both sides of this Elevation Certificate for (1) community official, (2) insurance agent/company, and (3) building owner.
Comments

Signature Date

☐ Check here if attachments

SECTION E - BUILDING ELEVATION INFORMATION (SURVEY NOT REQUIRED) FOR ZONE AO AND ZONE A (WITHOUT BFE)

For Zones AO and A (without BFE), complete Items E1-E5. If the Certificate is intended to support a LOMA or LOMR-F request, complete Sections A, B, and C. For items E1-E4, use natural grade, if available. Check the measurement used. In Puerto Rico only, enter meters.

E1. Provide elevation information for the following and check the appropriate boxes to show whether the elevation is above or below the highest adjacent grade (HAG) and the lowest adjacent grade (LAG).
   a) Top of bottom floor (including basement, crawlspace, or walkout) is __________ feet _______ meters above or _______ feet _______ meters below the HAG.
   b) Top of bottom floor (including basement, crawlspace, or walkout) is __________ feet _______ meters above or _______ feet _______ meters below the LAG.

E2. For Building Diagrams 6-9 with permanent flood openings provided in Section A Items 8 and/or 9 (see pages 6-9 of Instructions), the next higher floor (elevation C2 in the diagram) of the building is __________ feet _______ meters above or _______ feet _______ meters below the HAG.

E3. Attached garage (top of slab) is __________ feet _______ meters above or _______ feet _______ meters below the HAG.

E4. A tall structure (above the bottom floor elevation) is __________ feet _______ meters above or _______ feet _______ meters below the HAG.

E5. Zone AO only: If no flood depth number is available, is the top of the bottom floor elevated in accordance with the community's floodplain management ordinance?
   ☐ Yes ☐ No ☐ Unknown. The local official must certify this information in Section G.

SECTION F - PROPERTY OWNER (OR OWNER'S REPRESENTATIVE) CERTIFICATION

The property owner or owner's authorized representative who completes Sections A, B, and E for Zone A (without a FEMA-issued or community-issued BFE) or Zone AO must sign here. The statements in Sections A, B, and E are correct to the best of my knowledge.
Property Owner's or Owner's Authorized Representative Name

Address City State ZIP Code

Signature Date

Telephone

Comments

☐ Check here if attachments

SECTION G - COMMUNITY INFORMATION (OPTIONAL)

The local official who is authorized by law or ordinance to administer the community's floodplain management ordinance can complete Sections A, B, C (or E), and G of this Elevation Certificate. Complete the applicable item(s) and sign below. Check the measurement used in Items G8 and G9.

G1. ☐ The information in Section C was taken from other documentation that has been signed and sealed by a licensed surveyor, engineer, or architect who is authorized by law to certify elevation information. (Indicate the source and date of the elevation data in the comments section below.)

G2. ☐ A community official completed Section E for a building located in Zone A (without a FEMA-issued or community-issued BFE) or Zone AO.

G3. ☐ The following information (Items G6-G9) is provided for community floodplain management purposes.

G4. Permit Number
G5. Date Permit Issued
G6. Date Certificate Of Compliance/Occupancy Issued

G7. ☐ This permit has been issued for: ☐ New Construction ☐ Substantial Improvement

G8. Elevation of as-built lowest floor (including basement) of the building is __________ feet _______ meters above or _______ feet _______ meters below Datum.

G9. BFE or (in Zone AO) depth of flooding at the building site is __________ feet _______ meters above or _______ feet _______ meters below Datum.

G10. Community's design flood elevation

Local Official's Name

Title

Community Name

Telephone

Signature Date

Comments

☐ Check here if attachments

FEMA Form 81-31, Mar 09

Replaces all previous editions
MEMO OF REVIEW FOR CORRECTNESS AND COMPLETION

In accordance with this community's participation in the National Flood Insurance Program's Community Rating System, all FEMA Elevation Certificates must be correct and complete. The attached Certificate has some incorrect items which are noted here.

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### SECTION A - PROPERTY INFORMATION

<table>
<thead>
<tr>
<th>A1. Building Owner's Name</th>
<th>Timmy Holden</th>
</tr>
</thead>
<tbody>
<tr>
<td>A2. Building Street Address (Inc. Apt., Unit, Suite, etc.)</td>
<td>2400 Country Club Rd</td>
</tr>
<tr>
<td>A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.)</td>
<td>Timmy Holden</td>
</tr>
</tbody>
</table>

**A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.)**

**A5. Latitude/Longitude Lat**

**A6. Attach at least 2 photographs of the building if the Certificate is being used to obtain flood insurance**

**A7. Building Diagram Number**

**A8. For a building with a crawl space or enclosure(s), provide**

- a) Square footage of crawl space or enclosure(s) [sq ft]
- b) No. of permanent flood openings in the crawl space or enclosure(s) walls within 1.0 foot above adjacent grade [sq in]
- c) Total net area of flood openings in A8a, b [sq in]
- d) Engineered flood openings [Yes/No]

**A9. For a building with an attached garage, provide**

- a) Square footage of attached garage [sq ft]
- b) No. of permanent flood openings in the attached garage walls within 1.0 foot above adjacent grade [sq in]
- c) Total net area of flood openings in A9a, b [sq in]
- d) Engineered flood openings [Yes/No]

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### SECTION B - FLOOD INSURANCE RATE MAP (FIRM) INFORMATION

<table>
<thead>
<tr>
<th>B1. NFIP Community Name &amp; Community Number</th>
<th>B2. County Name</th>
<th>B3. State</th>
</tr>
</thead>
</table>

**B4. Map/Panel Number**

**B5. Suffix**

**B6. FIRM Index Date**

**B7. FIRM Panel Effective/Revised Date**

**B8. Flood Zone(s)**

**B9. Base Flood Elevation**

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### SECTION C - BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

**C1. Building elevations are based on**

- a) Construction Drawings *
- b) Building Under Construction *
- c) Other *

**C2. Elevation**


Complete Items C2 a-h below according to the building diagram specified in Item A7:

- b) Benchmark Utilized
- c) Vertical Datum

**C3. Indicate elevation datum used for the elevations in Items a) through h) below**

**C4. Other/Source**

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**COMMENTS:**

- **Z5 + Z9 Zarcoplate**

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**Date of Review: 7-17-15**

**Community Official: [Signature]**

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*All elevation certificates shall be maintained by the community and copies with the attached memo made available upon request.*