



# Online Letter of Map Change – Frequently Asked Questions

The Federal Emergency Management Agency (FEMA) exercises great care to ensure that the analytical methods used to develop Flood Insurance Rate Maps (FIRMs) are scientifically and technically appropriate and the FIRM is accurate. However, due to scale limitations, FIRMs cannot reflect every rise in terrain, and some areas of high ground may be inadvertently included in Special Flood Hazard Areas (SFHAs). In addition, sometimes areas or properties mapped in the floodplain have been impacted by the placement of fill or by other physical changes in the floodplain, such as development, and the FIRM may no longer reflect current conditions. If communities, property owners or lessees, or their representatives feel that their property was inadvertently included in the SFHA and would like FEMA to provide an official flood zone determination for their area, property, or structure, or would like to revise the SFHA to reflect current conditions, they can request a Letter of Map Change (LOMC). A LOMC reflects an official amendment or revision to an effective FIRM. FEMA now offers a new online tool for applicants to submit and manage LOMC requests. This document answers frequently asked questions about the LOMC process and the Online LOMC tool.

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## Contact Us

For more information about the Online LOMC tool, go to: [www.fema.gov/online-lomc](http://www.fema.gov/online-lomc)

For questions or troubleshooting, please call the FEMA Map Information eXchange (FMIX)

Phone number: 1-877- FEMA MAP or 1-877-336-2627

The Online LOMC allows you to request a Letter of Map Change (LOMC) for the following types of LOMCs:

- Letter of Map Amendment (LOMA)
- Conditional Letter of Map Amendment (CLOMA)
- Letter of Map Revision-Fill (LOMR-F)
- Conditional Letter of Map Revision- Fill (CLOMR-F)
- Letter of Map Revision (LOMR)
- Conditional Letter of Map Revision (CLOMR)

## General Flood Map Information

### What is the National Flood Insurance Program?

In 1968, Congress created the National Flood Insurance Program (NFIP) to help provide a means for property owners or lessees to protect themselves financially in the event of a flood. The NFIP offers flood insurance to homeowners, lessees, and business owners if their community participates in the NFIP. For more information, visit the NFIP website at [www.fema.gov/national-flood-insurance-program](http://www.fema.gov/national-flood-insurance-program) or [www.floodsmart.gov](http://www.floodsmart.gov).

As part of the agreement for making flood insurance available in a community, the NFIP requires the participating community to adopt floodplain management ordinances containing certain minimum requirements intended to reduce future flood losses. The NFIP regulations for floodplain management are the minimum criteria a community must adopt for participation in the NFIP. The community is responsible for approving all proposed floodplain development and for ensuring that permits required by Federal or State law have been received.

### What are flood maps?

A flood map, also called a Flood Insurance Rate Map (FIRM), is a map of a community within the United States and Territories that displays the high-risk floodplains, specifically, Special Flood Hazard Areas (SFHAs) and risk premium zones and may also show floodways and Base Flood Elevations (BFEs). A SFHA is a land area at high risk for flooding. A home located within an SFHA has a 26 percent chance of suffering flood damage during the term of a 30-year mortgage. FEMA produces FIRMs.

### Who maps the flood zone areas?

FEMA sets the flood zone areas and boundaries in consultation with communities, states, and other stakeholders.

## General LOMC Information

### What is a LOMC?

A LOMC is a letter that reflects an official revision and/or an amendment to an effective FIRM. If a property owner or lessee thinks their property has been inadvertently mapped in a SFHA, property owners or lessees, or their representatives, may submit a request to FEMA for a LOMC. FEMA issues LOMCs in place of republishing and physically revising an effective FIRM with a new effective date.

The community is also responsible for submitting data to FEMA reflecting revised flood hazard information when physical changes within the floodplain have occurred. This way, flood maps can be revised as appropriate. This will allow risk premium rates and floodplain management requirements to be based on current data.

### Why would an applicant request a LOMC?

FEMA exercises great care to ensure that the analytical methods used to develop Flood Insurance Rate Maps (FIRMs) are scientifically and technically appropriate and the FIRM is accurate. However, due to scale limitations, FIRMs cannot reflect every rise in terrain, and some areas of high ground may be inadvertently included in SFHAs. Additionally, sometimes properties that are mapped in the floodplain have been impacted by the placement of fill and are no longer in the SFHA. If property owners, lessees, or community officials would like FEMA to provide an official flood zone determination for their property or area, they can request a LOMC.

By requesting a LOMC, an applicant may submit certain modeling, mapping, and survey information to FEMA and request that FEMA officially remove an area, property, and/or structure from the SFHA. In most

cases, the applicant will need to hire a licensed land surveyor or registered professional engineer to supply certified elevation information for the property or structure.

A LOMC may also be requested when a community proposes to permit encroachments upon the floodplain when a regulatory floodway has not been adopted, or to permit encroachments upon an adopted regulatory floodway that will cause the BFE to increase.

A community can also request a LOMC when BFEs or SFHA extents increase or decrease as a result of physical changes affecting flooding conditions.

### What is involved in requesting a LOMC?

FEMA issues several types of LOMCs. Requests that are more complex typically require more supporting documentation. Currently, applicants may request a LOMC by submitting paper forms or submitting online through the Online LOMC application. Licensed professional engineers and surveyors may also submit LOMA requests online using the [eLOMA](#) tool, which is different from Online LOMC.

Upon receiving all required information, FEMA will review submitted material and determine whether or not to remove the designation of the SFHA or revise the effective data shown on a community's FIRM or Flood Insurance Study (FIS).

Determinations are dated, sent to the applicant, and filed with the municipality or county within which the property, community, or area is located.

### What types of LOMCs can you submit online?

- Letter of Map Amendment (LOMA) — A letter from FEMA, typically issued when the scale of the FIRM does not allow for small areas of naturally high ground to be shown outside the SFHA
- Conditional Letter of Map Amendment (CLOMA) — FEMA's comment on a letter from FEMA stating a parcel of land or a proposed structure that will not be elevated by fill (natural grade) and, upon construction, would not be inundated by the base flood if built as proposed
- Letter of Map Revision based on Fill (LOMR-F) — A letter from FEMA similar to a LOMA, but instead of being based on natural ground elevations, the property or structure has been elevated by fill in order to elevate it above BFE
- Conditional Letter of Map Revision based on Fill (CLOMR-F) — FEMA's comment on a letter from FEMA stating a parcel of land or proposed structure that will be elevated by fill and, upon construction, would not be inundated by the base flood if fill is placed on the parcel as proposed or the structure is built as proposed
- Letter of Map Revision (LOMR) — A LOMR is an official revision to an effective FIRM that may change flood insurance risk zones, floodplain and/or floodway boundary delineations, planimetric features, and/or BFEs. Unlike LOMAs and LOMR-Fs, a LOMR usually results in reprinting a portion of a FIRM
- Conditional Letter of Map Revision (CLOMR) — FEMA's comment on a letter from FEMA stating that a proposed project that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective BFEs or SFHA

### What are the Conditional Determinations of a LOMC?

To qualify for a CLOMA, CLOMR-F or CLOMR, the proposed project must meet the same criteria as those required for a LOMA, LOMR-F, or LOMR though as-built elevations are not required. After construction has been completed or fill has been placed, certified as-built information must be submitted to FEMA for a LOMA, LOMR-F or LOMR to be issued. The NFIP regulations do not require that a CLOMA, or CLOMR-F, or CLOMR be requested and issued for a proposed project. However, check with local community officials to see if they are required by your locality. CLOMRs are required where the BFE will increase more than one foot without a designated floodway or any BFE increase as a result of construction in a regulatory floodway.

Applicants should note that a CLOMA, CLOMR-F or CLOMR does not remove the mandatory purchase of flood insurance requirements. It merely provides comments on the proposed plan and does not revise or amend the FIRM. Once the project has been completed, another application will have to be submitted with the as-built conditions to receive a LOMA, or a LOMR-F, or LOMR which in turn can eliminate the federal requirement for mandatory purchase of flood insurance for mortgage holders. It also does not relieve federal agencies of the need to comply in carrying out their responsibilities for providing federally undertaken, financed, or assisted construction and improvements or regulating and licensing activities in accordance with the provisions set forth by Executive Order 11988 (<http://www.fema.gov/plan/ehp/ehplaws/eo11988.shtm>).

### How can an applicant request a LOMC online?

Access the Online LOMC application here: <http://hazards.fema.gov/femaportal/online/lomc/signin>.

### Who can use Online LOMC?

Anyone, including communities, home or property owners or lessees, their representatives, and professional surveyors and engineers, may submit a LOMC request using Online LOMC. Certification by licensed engineering or surveying professionals is required for some supporting documentation, which may be scanned and uploaded by the applicant.

### What is the difference between eLOMA and Online LOMC?

FEMA designed the eLOMA tool to allow licensed professionals (surveyors and engineers) to submit simple LOMA applications on behalf of property owners or lessees. The Online LOMC tool is available to any applicant that would like to submit a LOMA, CLOMA, LOMR-F, CLOMR-F, LOMR, or CLOMR request directly to FEMA.

The Online LOMC tool is an alternative to the MT-EZ, MT-1, and MT-2 paper forms.

The eLOMA tool allows licensed professionals to receive an instant determination. A determination resulting from using the Online LOMC tool is not received until after FEMA reviews the supporting documentation and receives payment (if required). It may take 60 days to receive a determination on an Amendment and up to 90 days to receive a determination on a Revision.

### Are there additional data submission requirements?

There are supporting documents required for both Amendments and Revisions. For additional detail on supporting documents, see [Additional Documents Required for Amendments](#) and [Additional Documents Required for Revisions](#). In accordance with the NFIP regulations, FEMA will use the information provided by the applicant to make a determination on whether a property is located within a designated SFHA or

whether flood hazard information (SFHA, BFEs and floodway) can be updated to reflect existing field conditions. In certain instances, a FEMA representative may contact an applicant for additional data not referenced in the required forms.

## Which LOMC is Right for You

### What is the difference between the MT-EZ, MT-1 and MT-2 paper forms and Online LOMC?

Online LOMC is a convenient tool that allows applicants to initiate a request, check the status of their application in real time, submit required documents, and pay online. There is no difference in the data requirements between Online LOMC and MT-EZ, MT-1 and MT-2 paper forms. However, there are many benefits to requesting a LOMC online:

- Applicants may submit, pay, and upload supporting documentation for all LOMC requests through one single online platform
- Applicants may save information online and finish applying at their convenience
- Clear and intuitive interface makes applying user-friendly
- Frequent applicants can manage multiple LOMC requests online
- More efficient communications with LOMC processing staff
- Applicants may check their application status in real-time

### Which Type of Application Should You Submit, Amendment or Revision?

Submit an Amendment if:

- You are applying for a LOMA, CLOMA, LOMR-F or CLOMR-F
- You would have completed the MT-1 or MT-EZ paper forms if submitting by mail

- Your request pertains to a small area of high ground located within a FIRM
- You are a homeowner or lessee, developer, or community official, or acting on behalf of one

Submit a Revision if:

- You are applying for a LOMR or CLOMR
- You would have completed the MT-2 paper form if submitting by mail
- You are requesting revisions to effective FIS reports, FIRMs, or Flood Boundary and Floodway Maps (FBFMs)

## Completing an Amendments Application with Online LOMC

### What are the different types of LOMAs for Amendments?

The four basic types of LOMCs are:

- Letter of Map Amendment (LOMA) — Typically, a LOMA is issued when the scale of the FIRM does not allow for small areas of naturally high ground to be shown outside the SFHA
- Conditional Letter of Map Amendment (CLOMA) — FEMA's comment on a letter from FEMA stating a parcel of land or a proposed structure that will not be elevated by fill (natural grade) and, upon construction, would not be inundated by the base flood if built as proposed
- Letter of Map Revision based on Fill (LOMR-F) — A LOMR-F is similar to a LOMA, but instead of being based on natural ground elevations, the property or structure has been elevated by fill in order to elevate it above the BFE
- Conditional Letter of Map Revision based on Fill (CLOMR-F) — FEMA's comment on a letter from FEMA stating a parcel of land or proposed structure that will be elevated by fill and, upon construction, would not be

inundated by the base flood if fill is placed on the parcel as proposed or the structure is built as proposed

### How long will it take FEMA to issue a determination for an Amendment Application?

Once an application and all necessary data are received, FEMA will notify the applicant of the determination electronically within 60 days of the date of receipt of all required data. However, even though a LOMC may waive the federal requirement for flood insurance, property owners or lessees should still evaluate their risk and consider investing in flood insurance. A lender retains the prerogative to require flood insurance.

### Additional Documents Required for Amendments

The Online LOMC application requires specific information regarding the property or structure(s), including the location, legal description, and use of fill. In accordance with NFIP regulations, FEMA uses the information required in the Online LOMC application process to make a determination on whether a property is located within a designated SFHA.

In order to complete the LOMA request and receive a case number and a final determination from FEMA, the designated additional documentation is required. In certain instances, additional data may be required. A FEMA representative will notify the applicant of any additional requirements needed to complete the request.

Additional documents required for the LOMA application:

- Elevation Form or Existing Elevation Certificate\* - This document is located within the Online LOMC application
- FIRM Panel or FIRMette - This document is located in the Map Service Center (MSC)

- Subdivision Plat Map or Property Deed with Tax Assessor's Map or Other Suitable Map - This document is located with the County/Parish Clerk, Recorder, or Registrar of Deeds for the Community
- Community Acknowledgement Form - This document is located within the Online LOMC application
- Endangered Species Act (ESA) Compliance Documentation\*\* - This document can be found by contacting the National Marine Fishery Service, U.S. Fish and Wildlife Service, State Wildlife Agency Office, or independent biologist

\* NOTE: If the request is to make a determination on the structure and an NFIP Elevation Certificate has already been completed for this property, it may be submitted in lieu of the Elevation Form. Check with your community to see if an Elevation Certificate is already on file for your property or structure.

\*\*NOTE: The purpose of the ESA is to conserve threatened and endangered species and the ecosystems upon which they depend. Go to the Compliance with the Endangered Species Act for Letters of Map Change (FEMA Procedure Memorandum 64) to receive additional guidance on how to obtain this documentation.

### Who should fill out the Elevation Form?

A licensed land surveyor or registered professional engineer (authorized by law to certify the information requested) must complete the Elevation Form. If the request is to:

Make a determination on the structure, and an NFIP Elevation Certificate has already been completed for this property, it may be submitted in lieu of this form

- Make a determination on the entire legally recorded property, or a portion thereof, the lowest lot elevation must be provided on the Elevation Form
- Make the SFHA designation determination for the entire legally recorded property, but the only elevation provided is the Lowest Adjacent Grade to Structure, the determination will be issued for the structure

### How does an applicant obtain a copy of the Elevation Certificate for his/her property?

The Elevation Certificate is one way for a community to comply with the requirement that they keep records of the elevation of the lowest floor (including basement) of all new and substantially improved structures in the SFHA. The Elevation Certificate is also required to properly rate structures constructed after publication of the Flood Insurance Rate Map for flood insurance premiums.

If an Elevation Certificate has been prepared for an applicant's property, he or she may be able to obtain it from the property developer or from community officials. Communities often require preparation of Elevation Certificates for properties as part of the permitting process. An applicant can contact his or her local floodplain officials or the planning and zoning office to see if an Elevation Certificate already exists for the property.

Elevation Certificates must be prepared and certified by a Licensed Land Surveyor, Registered Professional Engineer, or Registered Architect who is authorized by state or local law to certify elevation information. In rare instances, community officials who are authorized by local law or ordinance to provide floodplain management information may also sign the certificate.

### Who should fill out the Community Acknowledgment Form?

The Community Acknowledgment form must be completed for requests involving the existing or proposed placement of fill. The form must be completed and signed by the official responsible for floodplain management in the community.

The applicant may then upload this document into Online LOMC and submit it. This form is provided within the Online LOMC application.

### What is the Endangered Species Act (ESA) Compliance?

CLOMR and CLOMR-F applicants are responsible for documenting to FEMA that ESA compliance has been achieved prior to FEMA's review of a CLOMR or CLOMR-F application. ESA compliance may be documented by submitting to FEMA a copy of one of the following:

- Incidental Take Permit
- Incidental Take Statement
- A "not likely to adversely affect" determination from the National Marine Fisheries Service (NMFS) or the U.S. Fish and Wildlife Service (USFWS)
- An official letter from NMFS or USFWS concurring that the project has "No Effect" on proposed or listed species or designated critical habitat

Documentation will be reviewed by FEMA as needed. In addition to the required documentation from NMFS or USFWS, the applicant must also include all relevant reports, including environmental and/or biological assessments, a description of the species or critical habitat that may be affected, and any other relevant information provided to NMFS or USFWS. The applicant may begin by contacting a NMFS or USFWS office, state wildlife agency office, or independent biologist to identify whether

threatened or endangered species exist on the subject property and whether the project associated with the CLOMR or CLOMR-F request would adversely affect species or designated critical habitat. These entities are also available to discuss questions pertaining to listed species and ESA compliance.

If potential adverse impacts could occur, then NMFS or USFWS may require changes to the proposed activity and/or mitigation.

For LOMA, LOMR-F, and LOMR requests involving floodplain activities that have already occurred, as well as CLOMAs, private applicants and local and state jurisdictions are required to comply with the ESA independently of FEMA's process. These requests do not provide the same opportunity as CLOMRs or CLOMR-Fs for FEMA to comment on the project because CLOMAs and LOMAs do not involve a physical modification to the floodplain.

## Completing a Revisions Application with Online LOMC

What are the different types of LOMRs?

- Letter of Map Revision (LOMR) — A LOMR is an official revision to an effective FIRM that may change flood insurance risk zones, floodplain and/or floodway boundary delineations, planimetric features, and/or BFEs. Unlike LOMAs and LOMR-Fs, a LOMR usually results in reprinting a portion of a FIRM
- Conditional Letter of Map Revision (CLOMR) — FEMA's comment on a letter from FEMA stating that a proposed project that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective BFEs or SFHA

## How long will it take FEMA to issue a determination for a LOMR Application?

Once an application and all necessary data are received and applicable payments have been approved, FEMA will notify the applicant of the determination electronically within 90 days of the date of receipt of all required data. However, even though a LOMC may waive the federal requirement for flood insurance, property owners or lessees should still evaluate their risk and consider investing in flood insurance. A lender retains the prerogative to require flood insurance.

## Additional Documents Required for LOMRs

Additional documents may be required for the LOMR application. Not all documents listed herein will be required to submit a LOMR application, and additional information may be required after a review of the revision request:

### FIRM Panel or FIRMette

An annotated FIRM Panel or FIRMette shows the requested revision. This document is located within the MSC Store

### Riverine Hydrology and Hydraulics Form

The Riverine Hydrology and Hydraulics Form provides basic information on the scope and methodology of hydrologic and/or hydraulic analyses that are prepared in support of the revision request. This form should be used for revision requests that involve new or revised hydrologic and/or hydraulic analyses of rivers, streams, ponds, or small lakes. Nearly all MT-2 requests will require such analyses. A certified topographic work map must also be submitted.

It is important to note that the boundaries of the existing or proposed-conditions floodplains and regulatory floodway to be shown on the revised FIRM and/or FBFM must tie-in with the effective floodplain and

regulatory flood boundaries. Requesters must also attach a copy of the current FIRM annotated to show the boundaries of the revised 1%- and 0.2%-annual-chance floodplains and regulatory floodway that tie-in with the boundaries of the effective 1%- and 0.2%-annual-chance floodplain and regulatory floodway at the upstream and downstream limits of the area on revision.

### Riverine Structures Form

The Riverine Structures Form provides the basic information regarding hydraulic structures constructed in the stream channel or floodplain. This form should be used for revision requests that involve new or proposed channelization, bridges/culverts, dams/basins, and/or levees/floodwalls. Certified as-built plans, or design plans for all project elements must also be submitted.

Requesters should only complete the sections of the form that are applicable to the revision request. A separate form should be used for each flooding source that has structures involved in the revision request. This form is not required for existing structures that are included in the hydraulic model for the effective FIRM.

### Coastal Analysis Form

The Coastal Analysis Form provides the basic information on the scope and methodology of coastal analyses that are prepared in support of the revision request. This form should be used for any revision requests that involve new or revised coastal analyses. The information requested on the Coastal Analysis Form is intended to document the steps taken by the requester in the process of preparing the revised models or analyses and the resulting revised FIS.

A certified topographic map must also be submitted. It is important to note that the existing or proposed-conditions floodplain boundaries to be shown on a revised FIRM

must tie-in with the effective floodplain boundaries. Requesters must also attached a copy of the current FIRM annotated to show the revised 1%-annual-chance floodplain boundaries that tie-in with effective 1%-annual-chance floodplain boundaries along the entire context of the area of the revision.

### Coastal Structures Form

The Coastal Structures Form provides the basic information regarding hydraulic structures constructed along the coast. This form should be used for revision requests that involve new or proposed levees/dikes, breakwaters, bulkheads, seawalls, and/or revetments located along the coast. Certified as-built plans, or design plans for all project elements must also be submitted. If the coastal structure is a levee/floodwall, the requester must also complete the Levee/Floodwall System section of the Riverine Structure Form in addition to the Coastal Structures Form. When the Coastal Structures Form is submitted, the Coastal Analysis Form must also be submitted.

### Alluvial Fan Flooding Form

The Alluvial Fan Flooding Form is required for revision requests involving alluvial fans. The purpose of this form is to ensure that a structural flood control measure in areas subject to alluvial fan flooding is designed and/or constructed to provide protection from the 1% annual chance flood, in compliance with the NFIP before it is recognized on a FIRM.

Elevating a parcel of land or a structure by fill or other means will not serve as a basis for removing areas subject to alluvial fan flooding from an area of special flood hazards. Complete engineering analyses must be submitted in support of each section of the Alluvial Fan Flooding Form. Additionally, it may be necessary to complete other forms relating to specific flood control measures, such as levees/floodwalls, channelization, or dams.

With the revision request, the requester must also submit a certified topographic map showing the information indicated in the Mapping Requirements section of the Alluvial Fan Flooding Form. A copy of the current FIRM annotated to show the revised 1% annual chance floodplain boundaries must also be submitted.

### ESA Compliance Documentation

As with the Amendments application, ESA compliance may be documented by submitting to FEMA a copy of one of the following:

- Incidental Take Permit
- Incidental Take Statement
- A “not likely to adversely affect” determination from the National Marine Fisheries Service (NMFS) or the U.S. Fish and Wildlife Service (USFWS)
- An official letter from NMFS or USFWS concurring that the project has “No Effect” on proposed or listed species or designated critical habitat
- Documentation of community and/or state review of the revision.

### Payment Information

#### What methods of payment are accepted?

A LOMA request is free of charge. The current fees for review and processing of CLOMA, LOMR-F, CLOMR-F, LOMR, and CLOMR requests can be found at FEMA’s Web site <http://www.fema.gov/forms-documents-and-software/flood-map-related-fees> or by calling FEMA’s Map Information eXchange (FMIX) at 1-877-FEMA MAP (1-877-336-2627). Payment must be in the form of a credit card or E-Check. Visa, MasterCard, Discover, and American Express are accepted credit cards. Payment by E-Check requires approximately three business days to process. FEMA will generate a case number

and begin to review requests once payment has been approved.

### After Completing the Online LOMC Process

#### What is the Determination’s effect on insurance purchase requirements?

Although FEMA may issue a determination removing a structure from the SFHA, it is the lending institution’s prerogative to require flood insurance, as a condition of a loan, if it deems such action appropriate. Historically, about 25% of all flood claims occur in areas outside of the SFHA. Property owners or lessees are strongly encouraged to convert their existing policy, using the premiums already paid for that policy, to a lower-cost Preferred Risk Policy (PRP), which is available for structures located outside the SFHA. For more information about the PRP, contact your agent or broker or visit <http://floodsmart.gov/prp>.

If the lending institution agrees to waive the flood insurance purchase requirement for a structure, the applicant is eligible for a full refund of the premium paid for the current policy year, provided that no claim is pending or has been paid on the policy in question during the same policy year. If the applicant has been required to renew his or her policy during a period when a revised FIRM was being printed, the premium will be refunded for an additional year. To initiate processing of the refund, the applicant should provide the LOMC and evidence of the waiver of the flood insurance requirement from the lending institution to the insurance agent or broker who sold the policy.

## Common Acronyms

Acronym	Definition
<b>BFE</b>	Base Flood Elevation
<b>CLOMA</b>	Conditional Letter of Map Amendment
<b>CLOMR</b>	Conditional Letter of Map Revision
<b>CLOMR-F</b>	Conditional Letter of Map Revision Based on Fill
<b>ESA</b>	Endangered Species Act
<b>FEMA</b>	Federal Emergency Management Agency
<b>FIRM</b>	Flood Insurance Rate Map
<b>FIS</b>	Flood Insurance Study
<b>FMIX</b>	FEMA's Map Information eXchange
<b>LOMA</b>	Letter of Map Amendment
<b>LOMC</b>	Letter of Map Change
<b>LOMR</b>	Letter of Map Revision
<b>LOMR-F</b>	Letter of Map Revision Based on Fill
<b>MSC</b>	Map Service Center
<b>NMFS</b>	National Marine Fisheries Service
<b>SFHA</b>	Special Flood Hazard Area
<b>USFWS</b>	U.S. Fish and Wildlife Service

## Additional Forms by LOMC Type

Additional Form	Where is this document	LOMA	CLOMA	LOMR-F	CLOMR-F	LOMR	CLOMR
<b>Elevation Form or Existing Elevation Certificate*</b>	Within Online LOMC application	■	■	■	■		
<b>FIRM Panel or FIRMette</b>	MSC Store	■	■	■	■	■	■
<b>(A) Subdivision Plat Map or (B) Property Deed with Tax Assessor's Map or other suitable map</b>	County/Parish Clerk, Recorder, or Registrar of Deeds for the Community	■	■	■	■		
<b>Community Acknowledgement Form</b>	Within Online LOMC Application			■	■	**	**
<b>ESA Compliance Document</b>	Contact National Marine Fisheries Service, U.S. Fish and Wildlife Service, state wildlife agency office or independent biologist				■		■
<b>Riverine Hydrology and Hydraulics Form</b>	FEMA.gov Library					■	■
<b>Riverine Structures Form</b>	FEMA.gov Library					■	■
<b>Coastal Analysis Form</b>	FEMA.gov Library					■	■
<b>Coastal Structures Form</b>	FEMA.gov Library					■	■
<b>Alluvial Fan Flooding Form</b>	FEMA.gov Library					■	■

\* NOTE: If the request is to make a determination on the structure and an NFIP Elevation Certificate has already been completed for this property, it may be submitted in lieu of the Elevation Form. Check with your community to see if an Elevation Certificate is already on file for your property or structure.

\*\*Community concurrence is required for LOMRs and CLOMRs, however, the Community Acknowledgement Form is not used.