



Installation of Foundation Flood Openings

Form 3-2015

Property Owner Installation Permission Form

PART I – Owner of Residential and/or Business Structures

1. I (we) understand the Washington State Recreation and Conservation Office, on behalf of the Chehalis River Basin Flood Authority and the Washington State Office of Financial Management, is offering to have FEMA compliant foundation flood openings installed at no cost to me for my residential and/or business structure located at:

_____	_____
(street address)	(city, state, zip)
_____	_____
(parcel number)	(owner's telephone number)

2. I (we) also understand the purpose of the foundation flood openings is to reduce the potential for structural damage to the foundation of my residential and/or business structure that could result from future flood events.

3. I (we) are the owners of the property and residential and/or business structure located at:

_____	_____
(street address)	(city, state, zip)
_____	_____
(parcel number)	(owner's telephone number)

4. I (we) hereby grant permission to the Washington State Recreation and Conservation Office and its agents and contractors to enter my (our) property for the purposes of installing FEMA compliant foundation flood openings as described in the attached Contractor's bid document and agree to sign necessary building and permitting applications as required. I understand that the project will require that holes be cut into the foundation of my (our) residential and/or business structure and there may be some unavoidable damage to plantings in close proximity to the foundation work.

4. Signed:

_____	_____
(owner's signed name)	(owner's printed name)

(date)	

NOTE: If residential and/or business structure is non-owner occupied, please complete PART II.



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PART II – Non-Owner Occupied Residential and/or Business Structures

5. I (we) do not occupy my (our) residential and/or business structure, instead it is occupied by the following individuals:

_____	_____
(occupant's name)	(occupant's telephone number)
_____	_____
(occupant's name)	(occupant's telephone number)
_____	_____
(occupant's name)	(occupant's telephone number)

6. I (we) have notified the occupants of my (our) residential and/or business structure that agents and contractors of the Washington State Recreation and Conservation Office will need to access both the interior and exterior of the foundation of my (our) residential and/or business structure to install the FEMA compliant foundation flood openings, and have secured their full cooperation.

7. Signed:

_____	_____
(owner's signed name)	(owner's printed name)

(date)	

Attachment:

- Contractor's final bid document (Form 2-2015)