



**FEMA**

W-05007

March 4, 2005

MEMORANDUM FOR: Write Your Own (WYO) Principal Coordinators  
and the NFIP Servicing Agent

FROM: Helen Harrington  
Director  
Technical Assistance and Communications

SUBJECT: National Flood Conference Contest Deadline

Attached is information that will help you nominate an insurance agency for the Agency of the Year Award. Nominations are due by Friday, April 1, 2005. Please distribute this information within your organization as appropriate.

The form and conference information also can be found on our web site at <http://bsa.nfipstat.com>.

If you have any questions, please contact your Program Coordinator.

Attachment

cc: Vendors, IBHS, FIPNC, Government Technical Representative

Suggested Routing: Accounting, Claims, Data Processing, Marketing, Underwriting



## The Agency of the Year Award

Each year, three insurance agencies are recognized for their efforts to:

- Achieve superior flood insurance policy growth
- Implement innovative marketing strategies
- Participate in flood awareness activities
- Adhere to established underwriting guidelines

Nominations must include all information requested on the attached form. Anyone may submit a nomination, including but not limited to: WYO companies, insurance trade associations, lenders, claims adjusters, flood zone determination companies, FEMA and NFIP Regional Offices, state and local officials, and other insurance agencies.

All nominations are reviewed by the Selection Committee, which consists of one member each from the Flood Insurance Producers National Committee, the WYO Marketing Committee, and the Flood Insurance Committee of the Institute for Business and Home Safety. After their review, they select the three insurance agencies that most deserve the Agency of the Year Award.

The winning agencies will be announced at the 2005 National Flood Conference Awards Luncheon on Thursday, June 2. The NFIP will provide lodging and will waive conference registration fees for one representative from each of the winning agencies.

To nominate an agency for the Agency of the Year Award, send your completed forms and any supporting materials to:

NFIP Bureau & Statistical Agent  
Attn: Catherine R. King, CMP  
7700 Hubble Drive  
Lanham, MD 20706

***If you are sending supporting material with the application, please include 4 copies.***

**Deadline: Friday, April 1, 2005**

Questions? Call Catherine King at 301-918-1439, or send an e-mail to [CatherineR.King@associates.dhs.gov](mailto:CatherineR.King@associates.dhs.gov)

## AGENCY OF THE YEAR CONTEST NOMINATION FORM

To nominate an insurance agency, please provide the following information. If you need more space, attach additional pages and indicate which question you are responding to.

1. Agency \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Phone No. \_\_\_\_\_ Fax No. \_\_\_\_\_  
Email address \_\_\_\_\_  
Name and title of person who will accept award \_\_\_\_\_
2. How much flood insurance is in place (respond to one or both)?  
Insurance in Force \$ \_\_\_\_\_  
Policies in Force \_\_\_\_\_
3. What has been the trend of growth in flood insurance policies over the past year? \_\_\_\_\_  
\_\_\_\_\_
4. How many people have contributed to the flood insurance sales effort? \_\_\_\_\_
5. What marketing strategies does the agency implement to increase flood insurance policy sales? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. What activities has the agency participated in to increase awareness of floods? \_\_\_\_\_  
\_\_\_\_\_
7. Has the agency adhered to established underwriting guidelines (give examples, if possible)? \_\_\_\_\_
8. Other information about the agency that you believe qualifies them to win the Agency of the Year Award. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Attach samples, if possible, of the agency's efforts (e.g., marketing materials, advertisements, letters, programs from conventions/conferences, trade show listings of exhibitors, etc.).

Submitted by:

Name \_\_\_\_\_ Title \_\_\_\_\_  
Organization \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Phone No. \_\_\_\_\_  
Fax No. \_\_\_\_\_  
E-mail Address \_\_\_\_\_

Send your nomination to:

NFIP Bureau & Statistical Agent  
Attn: Catherine R. King, CMP  
7700 Hubble Dr.  
Lanham, MD 20706

**Deadline for nominations is Friday, April 1, 2005.**