

{FEMA_LTR_HEAD}

Disaster No: {DSTR_NR}

FEMA Application No: {RGSN_ID}

{APPL_NM}

{STRT_ADR}

{CITY_STATE}

{SALUTATION}:

This letter is in response to your recent request for disaster assistance from the Federal Emergency Management Agency (FEMA). The application period for this disaster was {APPL_FROM_DATE} to {APPL_TO_DATE}; you contacted FEMA on {DATE_APPLIED}. Your application cannot be processed because you did not submit a letter of explanation or documents that clearly shows why you were unable to apply during the application period, or the reason you provided was insufficient in demonstrating a condition that would cause a significant delay in allowing you to apply for assistance.

If you have further questions or would like information about other assistance programs, call FEMA's Helpline at 800-621-FEMA (3362), or visit **www.DisasterAssistance.gov**. If you are deaf, hard of hearing, or have a speech disability and use a TTY, please call 800-462-7585. If you use 711 or Video Relay Service (VRS), call 800-621-3362.

Sincerely,

{HS_OFFICER_TTL}

{LTR_CD}