



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY

U.S. ARMY CORPS OF ENGINEERS

441 G STREET, NW

WASHINGTON, DC 20314-1000

Month XX 202X

«Contact_Name»

«Company_Name»

«Mail_Address»

«Mail_City», «Mail_State» «mail_zip»«mail_dash»«mail_zip4»

The U.S. Army Corps of Engineers (USACE) is currently evaluating the impacts of (Name of Storm and/or date of flooding in (location, floodplain), which will be critical to the planning for potential flood control solutions in the area. To assess these impacts, USACE is collecting information related to damage records and other costs as a result of the recent flooding. Enclosed is a questionnaire related to (Name of storm and or date of flooding) for you to complete. *You may also submit the survey online at:*

Weblink

[Access Code:xxxxx](#)

All of the information you provide on this questionnaire will be kept strictly confidential. A code number is printed on the back page; this is only used to check your code number off the mailing list when it is returned.

We hope you will complete and return the questionnaire so that we can better understand the impacts of (Name of Storm, Date of Flood Event). Previous experience suggests each questionnaire takes less than 30 minutes to complete.

We would be happy to answer any questions that you might have about this study or your participation. Feel free to call us at (703) 428-7250 or send a fax message to (703) 428-8166. You can also email me at Kevin.P.Knight@usace.army.mil if you prefer.

Thank you for your assistance!

Sincerely,

Kevin Knight
US Army Corps of Engineers
Institute for Water Resources

