

Town of

P.O. Drawer 519
Building Department



East Lyme

108 Pennsylvania Ave
Niantic, Connecticut 06357

(860) 691-4114
Fax (860) 691-0351

September 6, 2011

The Town of East Lyme is collecting data pertaining to homeowner and business losses due to Tropical Storm Irene.

This information will be made available to FEMA, and the Small Business Administration (SBA).

Please fill out the form attached and send it to us, via fax at (860) 691-0351 or email to jsmith@eltownhall.com.

You must continue to work directly with your insurance provider for settlement of any losses.

Information regarding Assessed Values is located on the Vision Appraisal website, whose link can be found by following the directions below:

1. Go to www.eltownhall.com.
2. On the right side of the screen, under Popular Pages, click on "Vision Appraisal Assessment Lookup".
3. Click on the "Vision Appraisal Link" in the center of the screen.
4. Click "Enter Online Database".
5. Under Query by Location, enter the street number and street address in their respective boxes, then select "Search". Please remember street extensions are abbreviated such as road to rd, lane to ln, street to st, etc.
6. If your parcel does not appear immediately, select it from the list that appears of closest matches.
7. Select "Print" in the top left corner. Another box will pop up. Then select "file" "print".
8. Please attach this card with your submittal form.

Sincerely,

Joseph Smith
Chief Building Official

JS/jl

TOWN OF EAST LYME

FEMA and SBA Data Collection Form

Address of Affected Property: _____

Owner: _____

Owner Address: _____

Description of Loss: _____

Approximate Cost of Loss: _____

Value of Property (for business, include all real estate, business property, value of business, etc.): _____

Is this property leased? _____