



US Army Corps  
of Engineers  
New Orleans District

# News Release

Public Affairs Office, 7400 Leake Avenue  
<http://www.mvn.usace.army.mil/>

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## **FOR IMMEDIATE RELEASE**

Contact: Vic Harris, 504-208-8457  
August 21, 2007

### **Corps reminds public to file Katrina claim by Aug 29**

NEW ORLEANS—The U.S. Army Corps of Engineers is reminding the public who want to file a Hurricane Katrina-related claim against the agency, but have not yet done so, to mail them now for arrival by August 29, 2007.

Most individuals must heed this closing date to ensure their rights as a claimant are protected. A Standard Form 95 [SF-95] must arrive no later than two years after the date of alleged property loss, personal injury, or wrongful death.

#### **HOW TO FILE A CLAIM**

The SF-95 form should be completed and mailed by United States Postal Service (USPS), certified or overnight commercial mail. Mail postmarked August 29 will not be accepted.

##### USPS

Angela Drinkwitz  
Claims Administrator  
U.S. Army Corps of Engineers  
P.O. Box 60267  
New Orleans, LA 70160-0267

##### Certified or Overnight

Angela Drinkwitz  
Claims Administrator  
U.S. Army Corps of Engineers  
7400 Leake Avenue  
New Orleans, LA 70118

Blank SF-95 forms can be downloaded from the New Orleans District Web site at [www.mvn.usace.army.mil](http://www.mvn.usace.army.mil). A limited amount of forms are now available at New Orleans post offices. The Web site also includes Frequently Asked Questions and additional information on filing a claim. The hotline call number is 504-862-2826.

#### **FILLING OUT THE FORM**

Five key criteria are required to ensure the SF-95 form is filled out properly:

1. Claimant's name and address and attorney/personal representative name and address, if any. (Block 2)
2. A detailed description of the property loss, personal injury, or wrongful death; the address where the loss was sustained; the name of the deceased

(wrongful death claim); and why the Corps should be held responsible for the loss must be included. (Block 8)

3. Exact dollar amount must be indicated on all specified damages, personal injury and/or wrongful death. (Block 12a-12c)

4. Claimant's signature or that of the claimant's authorized representative/attorney. Documentation authorizing someone to sign on the claimant's behalf must be provided if representative/attorney signs the form. (Block 13a)

5. Multiple claimants listed on the same claim form must separately describe the nature of the damage, injury or death alleged and state the specific amounts of damages each claimant is demanding. Claimants are encouraged to file an independent SF-95 for each claimant.

A claims acknowledgement letter, including a copy of the claim form has been or is being sent to all who file. A copy of the claims acknowledgement letter is available on the New Orleans District Web site. **Individuals who have already received the letter and meet all five criteria do not need to resubmit a new SF-95.** Claimants who filed their form through an attorney or law firm should contact their legal representative directly to determine if a claims acknowledgement letter was received or if they are required to resubmit their SF-95 for any reason.

A claimant who is not represented by an attorney who has not received a claims acknowledgement letter may want to resubmit.