STATE OF ARKANSAS
DEPARTMENT OF EMERGENCY MANAGEMENT

ASA HUTCHINSON
GOVERNOR

DAVID MAXWELL
DIRECTOR

August 3, 2015

The Arkansas Safe Room/Shelter Rebate Program provides a reimbursement to homeowners who have installed storm shelters at their primary residence. Since it is a rebate program, the shelter has to be installed before you apply for the rebate. Shelters need to be built to the specifications in FEMA Publication 320, which can be found online at FEMA.gov or by calling 1-800-480-2520. When the shelter is completed, contact your Local Emergency Management (EM) Coordinator. He/she verifies that the shelter/safe room has been installed and completes the bottom of the application form. The program reimburses 50% of the costs with a maximum rebate of $1,000.00.

These are the documents that are needed for the rebate:

1) Completed application form. The applicant/homeowner will complete and sign Part I, and the Local EM Coordinator will complete and sign Part II.

2) The certification/affidavit form must be completed by your builder and notarized, stating that the safe room/shelter was built to the specifications of FEMA Publication 320.

3) Proof of cost and payment – Copies of invoices and/or receipts, along with proof of payment; i.e., canceled checks, credit card receipt, cash receipts.

4) Pictures of the shelter.

Beginning immediately, ADEM will accept applications from individuals that installed their shelter on or before June 30, 2015. Completed applications must be received at ADEM no later than 4:30 pm on Friday, January 29, 2016 to be processed for a rebate. Shelters installed after June 30, 2015 are not eligible.

If you have any questions or need additional information, feel free to contact me at brenda.wilson@adem.arkansas.gov or call (501) 683-6700.

Arkansas' Homeland Security & Disaster Preparedness Agency
Building 9501, Camp Joseph T. Robinson, North Little Rock, AR 72199-9600
501-683-6700 ◆ FAX 501-683-7890 ◆ www.adem.arkansas.gov
AN EQUAL OPPORTUNITY EMPLOYER

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Contractor
Name/Company_____Date_____

Address_____
City State Zip Code

Phone #_____ Date Paid _____

The safe room structure built for _____at

Address_____
(Must Be Physical Address)

was built to specifications as provided in FEMA Publication 320.

_____
Signature of Contractor

Subscribed and sworn before me_____, a notary

public in the County of _____on this _____day

of_____, _____

_____

_____
My commission expires

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SAFE ROOM/SHELTER REBATE APPLICATION

DAVID MAXWELL
DIRECTOR

Part I -Homeowner Information (can be only one (1) individual and SSN#)

Full Name _____**SS#**_____
(Please Print) (Required)

Mailing Address: _____ **Phone#** _____
City **Zip**

Physical Address of Shelter_____

Date of Installation ____/_____/_____**Cost of Shelter/with install.** _____ **Date Paid**____/_____/_____
(Receipt of payment must be attached)

1) Do you own your home? Yes No

2) Is it your primary residence? Yes No

3) Are you currently living at this residence? Yes No

FUNDS ARE NOT GUARANTEED

I understand the following:

A. The safe room/shelter must have been installed after January 21, 1999.
B. Safe room installation must meet standards in FEMA publication #320 and all state, city and county codes.
C. The stipend will be $1,000 or 50% of the cost, whichever is less.
D. Only one rebate is given per person per lifetime.
E. Labor by homeowner cannot be reimbursed.
F. Storm shelter/safe room has been paid in full.

Homeowner's Signature _____**Date** _____

Upon completion of the structure, call your County Coordinator to complete the verification portion of the application.

Part II –Verification:

Coordinator Name: _____ **County**_____

Coordinator Signature _____ **Date**_____

Disclaimer: Neither ADEM or the verification official (County Coordinator/representative) guarantees the safety of the shelter, in regards to quality of neither materials nor installation, only that installation has been completed and meets the requirements for reimbursement through the ADEM Safe Room/Shelter Program.

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