

# The Best Way to Send Disaster Documents to FEMA

Uploading your documents online is the fastest and easiest way to send them to us. After you apply for FEMA assistance, you can create an online account and upload documentation. Your online account will have a record of what documents were sent and when they were sent. Download the FEMA app or access the site directly by visiting [DisasterAssistance.gov](https://DisasterAssistance.gov).

## •• Online steps to upload documents

### Step 1

Visit [DisasterAssistance.gov](https://DisasterAssistance.gov)

### Step 2

Select check status

### Step 3

Login or create your online account

### Step 4

Select the correspondence tab

### Step 5

Select upload center

### Step 6

Follow the online instructions

## Four things to include on all documents

Name

Last four digits of your social security number

FEMA Application Number: **XXX-XXXX-XX**

FEMA Disaster Number: **DR-4586-TX**

## Other ways to provide FEMA documents

Standard Mail:

P.O. Box 10055 Attn: FEMA

Hyattsville, MD 20782-8055

Fax

1-800-827-8112 (**Cover sheet required**)

For more information visit: [fema.gov/tx-winter-storms](https://fema.gov/tx-winter-storms)



FEMA