

TIME EXTENSION REQUEST FORM INSTRUCTIONS

COLUMN

- a Enter the FEMA disaster number.
Enter your Public Assistance Identifier number.

- b Enter name of applicant.

- c Enter the Project Worksheet (PW) number.

- d Enter the category of work (A through G).

- e Enter the current date work is to be completed.

- f Enter the date the work will begin or the date work began.

- g Enter the percentage of work completed.(non-engineering)

- h Enter the new requested deadline by which work will be completed.

- i DHSES use only – leave blank.

- j Enter brief description of the reason new deadline is requested.

Use additional sheets if necessary.

Ensure the request is signed and dated before forwarding to DHSES. You will be notified by mail of approval/disapproval. Add your phone number Please!