

ACORD 302 (2015/04) - FLOOD INSURANCE GENERAL CHANGE ENDORSEMENT

ACORD 302, National Flood Insurance Program Flood Insurance General Change Endorsement, was developed at the request of the National Flood Insurance Program. It may be used to request changes in existing flood insurance policies. Instructions for completing this form are contained in the NFIP's Flood Insurance Manual. For more information, call the NFIP at 1-800-720-1093.

Please Note: This form is intended to be printed on 8½ X 14 in. paper.

Open the form, select "FILE", "Page Setup" (older versions) or "Print" (in Adobe 6.0)

1. Printer: Select Properties

a) Select Paper tab

1. Form Size: Legal 8½ X 14 in.

2. Fit to: Legal 8½ X 14 in.

2. Paper Size: select Legal 8½ X 14in.

It can be printed on standard 8½ X 11 in. paper as well. However, it will print in a condensed format. Select "PRINT" and then check the box "Shrink over-sized pages to paper size" (Adobe 5.0) or "Fit to Page" (Adobe 4.0).