Emergency Relief Fund

Assistance is available from the NADA Foundation's Emergency Relief Fund for dealership employees who have been impacted by natural disasters.

To avoid any delay in processing applications, please read the following instructions on completing the Emergency Relief Application.

1. **PRINT LEGIBLY.** All line items must be completed in their entirety.

2. **DEALER/EMPLOYER INFORMATION:**
   a. Provide full name of dealership and street address, including city, state and Zip code.
   b. Provide full name of dealer or authorized dealership representative and their phone number and email address. Employment verification will be requested.

3. **DEALERSHIP EMPLOYEE INFORMATION:**
   a. Provide full name of employee. If application is approved, check will be made payable to the employee.
   b. Complete home address, including city, state and Zip code, where damages were sustained.

4. **TOTAL NOT COVERED:** Subtract government assistance, other assistance and insurance coverage from the “estimated damages to residence.” If at the time of filing the application, no assistance has been received by the employee, enter -0- in those line items and use the number listed under “estimated damages to residence” in “total not covered.”
   **DO NOT** include lost wages/commissions or damages to vehicles. These items are not eligible for assistance.

5. **DESCRIPTION OF DAMAGES:** provide a brief description of the damages sustained to residence. Do not list personal items lost.

6. **SIGNATURES:** Applications without dealer/authorized representative signature **cannot** be processed.

Submit COMPLETE APPLICATION to the NADA Foundation by email foundation@nada.org, or mail 8484 Westpark Drive, Suite 500, Tysons, VA 22102.

The NADA Foundation will mail checks to the dealer/authorized representative to present to the employee on behalf of the Foundation. No checks will be mailed to the employee’s home address.

For more information call 800.557.6232.
EMERGENCY RELIEF APPLICATION

DEALER/EMPLOYER INFORMATION

Dealership name _____________________________ NADA member# ____________
Address ________________________________________________________________
City _____________________________ State _____________________________ Zip code ____________
Dealer/authorized representative name* ________________________________________________________________________________
Phone __________________________________________________________________________ Email __________________________________________________________________________

DEALERSHIP EMPLOYEE INFORMATION

Check one: ❑ Flood ❑ Hurricane ❑ Tornado ❑ Fire ❑ Other: _____________ ❑ Area declared federal or state disaster area
Name (print legibly) ______________________________________________________________
Home address ________________________________________________________________________________
City _____________________________ State _____________________________ Zip code ____________
Mobile __________________________________________________________________________ Email __________________________________________________________________________
Position at dealership _____________________________ Number of years employed at dealership ____________

REQUIRED INFORMATION

Estimated damages to residence $ ________________
Government assistance $ ________________
Other assistance $ ________________
Insurance coverage $ ________________
Total not covered $ ________________

Description of damages__________________________________________________________________________
_____________________________________________________________________________________________

_____________________________________________________________________________________________

Employee signature __________________________________*dealer/authorized representative signature _____________________________

*Applications without signature cannot be processed

Date ________________

OFFICE USE ONLY: Emergency Relief Fund: 050-942-718650
Grant ________________________________
NADA Foundation approval ________________________________ Analyst approval _____________________________