

**PACKET 3 – Disaster Relief and Follow Up
Reassessment Recordkeeping**

This is a SAMPLE resolution for the county to use when requesting that the Governor seek the declaration of a county as a Federal disaster area. A copy of this, or a similar resolution properly passed by the local jurisdiction must be included in the jurisdictions' application to the Executive Council.

**SAMPLE COUNTY RESOLUTION REQUESTING GOVERNOR
TO REQUEST FEDERAL DECLARATION OF
COUNTY DISASTER AREA**

Whereas, the County of **<Name of County>**, Minnesota has sustained severe losses of a major proportion, brought on by **<disaster>** on the date of **<date of disaster>**, and;

Whereas, **<Name of County>** County is a public entity within the State of Minnesota, and;

Whereas, substantial damage to public and private property occurred, as outlined in the attached damage assessment forms, and;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of **<County>**, acting on behalf of and for the people of **<County>**, request the Governor of the State of Minnesota to petition the **<President/Secretary of Agriculture/Administrator of the Small Business Administration>** of the United States to declare the County of **<Name of County>**, Minnesota, to be a major disaster area, through appropriate channels.