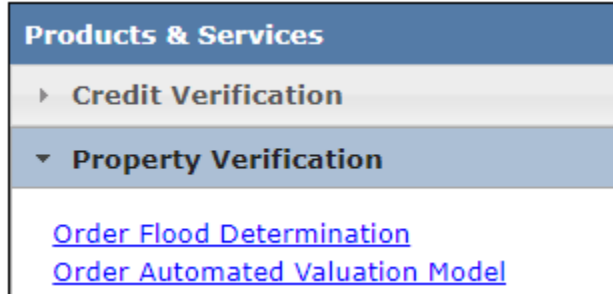
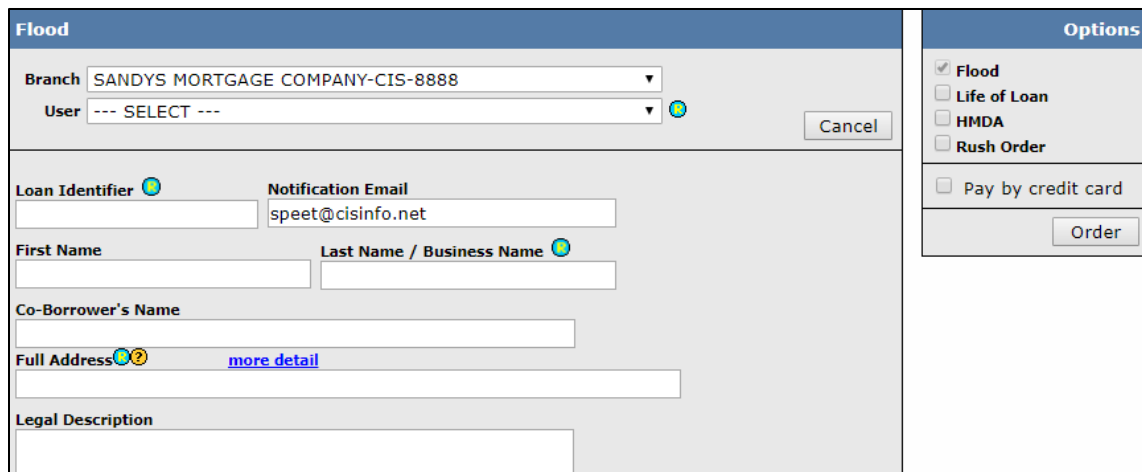


# How to Order a Flood Certificate from CIS

From the main desktop screen in the [CIS ordering platform](#), choose the **Property Verification** category of Products & Services, then choose **Order Flood Determination**:



On the order screen shown below, enter the information regarding the property. Fields designated with the green letter R are required fields.



1. Select the desired options located in the right Options panel, if needed. The following options are listed on the right-hand panel, select the desired options. The options may be defaulted for your account, as requested at the time of setup.
  - **Flood**: Flood Zone Determination. This option cannot be deselected.
  - **Life of Loan**: Guarantee that the issued certificate is good for the life of the loan
  - **HMDA**: Include geostatistical data in accordance with the Home Mortgage Disclosure Act o Standard flood requests are generally fulfilled in real-time.
  - **Rush Order**:
2. Click the **Order** button to order the Flood Determination.
3. Once it is ordered, click the **View Report** button to view the report.