Troubleshooting - Downloading the Elevation Certificate

ISSUE: Multiple users have reported an inability to download and use the Revised Elevation Certificate posted at <u>National Flood Insurance Program Underwriting Forms | FEMA.gov</u>.

WHY IS THIS HAPPENING? Part of the issue is with the way a person's settings are on their computer by default. Most default to a browser opening a PDF when downloaded in the browser. Saving the file to your desktop and then opening it with a PDF viewer (e.g., Adobe Acrobat Reader) bypasses that.

[This occurs with forms created with a specific XML designation within the form itself, usually because there is an element within the form that must adhere to a specific screen reader functionality to ensure proper 508 compliance. That's why you see it in some forms and not in others; some forms don't have those content blocks.]

WHAT CAN YOU DO? FEMA is working on a solution to this issue via a direct edit to the form. However, here are some options that may help you access the form until a solution is fully implemented.

• First try downloading the form and saving it to your computer, then reopening the saved file from your computer using a PDF viewer. You should be able to view the EC. See screenshot below.



- Another option is to right click on the Download button and then click "save link as" to my computer; then open the saved file using a PDF viewer.
- If you download the file and it opens in Protected View (with a yellow banner at the top), click on the Enable all Features button, and the EC should be visible.
- If you download the file and see a Please Wait message, save it anyway and then reopen it from your device using a PDF viewer.
- For some browsers, especially Microsoft Edge, it may help to change your default settings; see the screenshot below:

settings		Search results / PDF documents - 7 results
Q pdf	×	Always download PDF files
Profiles		Download PDF files to your device. If Microsoft Edge is your default PDF reader, PDF files will open automatically without downloading.
Reset settings		DDE view settings
ជ្ជិ Accessibility		Open PDFs to last viewed location when you reopen files
About Microsoft Edge		