

U.S. Department of Justice Civil Rights Division Office of Redress Administration

# VOLUNTARY EVACUEES: HINTS FOR FILLING OUT THE DECLARATION

Please remember the following information when filling out the Declaration:

ORIGINAL DOCUMENTS SUBMITTED WILL NOT BE RETURNED.

PHOTOCOPIES SUBMITTED SHOULD EITHER BE NOTORIZED OR CONTAIN THE FOLLOWING STATEMENT SIGNED UNDER PENALTY OF PERJURY:

"I declare under penalty of perjury under the laws of the United States that the foregoing is a true and correct copy of the original document." (Original Signature) (Date)

### **Declaration Section B: EVACUATION INFORMATION**

This section of the Declaration asks you to provide information regarding the details surrounding your evacuation. The information below should prove useful when completing Section B of the Declaration.

### PRE AND POST-EVACUATION ADDRESS:

You will be asked to provide documentation that shows proof of your address before and after evacuation. You should give a complete address to the best of your recollection. The following are examples of documents which may be submitted to prove your address:

- \* Travel Permit
- \* Change of Residence Card
- \* Birth Records
- \* Selective Service Card
- \* Correspondence, such as letters and envelopes with a pre- and post-evacuation address.
- \* Property Records, Financial Records, Tax Returns
- \* Child's Birth Record showing the approximate date of your residence.
- \* School Records

If you do not have any of these, ORA will review statements from two or more persons who can attest to your pre-evacuation and post-evacuation addresses as reported on your Declaration. These statements should be direct accounts from family members or friends.

ALL STATEMENTS MUST BE EITHER NOTORIZED OR CONTAIN THE STATEMENT: "I declare under penalty of perjury under the laws of the United States that the foregoing statement is true and correct." (Actual Signature) (Relationship to Candidate) (Date)

(OVER)

## D DATE OF EVACUATION:

It is important that you be as accurate as possible when recording the date of your evacuation, particulary if you have no documents to confirm your evacuation. Should you have difficulty remembering, even approximate dates, be sure to give a detailed description of the specific circumstances under which you evacuated the West Coast.

ORA will also request that you submit records to verify the date of your evacuation. The following are examples of documents you may submit to verify your evacuation dates:

- \* Travel Permit
- \* Change of Residence Card
- \* Government Record Authorizing Evacuation

If you do not have any records to show the date of your evacuation and evacuated the West Coast with family members who had travel permits or Change of Residence Cards, please request first-hand statements from two or more of such persons who can attest to your evacuation.

ALL STATEMENTS MUST EITHER BE NOTORIZED OR CONTAIN THE STATEMENT: "I declare under penalty of perjury under the laws of the United States that the foregoing statement is true and correct." (Original Signature) (Relationship to Candidate) (Date).

#### □ THE FACTS OF YOUR EVACUATION:

This section asks you to discuss the essential facts with regard to your evacuation. Try to write your statement in chronological order. You should discuss your evacuation in detail particularly if you were in a unique situation. Some important facts to discuss:

- Did you fill out a Change of Residence Card?

- Did you receive a Travel Permit or permission to travel a specific route when evacuating?
- Did you evacuate with other family members? Did they have permits or permission to travel?
- Were you directly ordered to evacuate? If so, how was this information communicated to you?
- Was your evacuation motivated by something other than a direct order by the federal government?
- During your evacuation, did any government officials examine your credentials or give you instructions?
- Did you lose any real property or personal belongings as a result of your evacuation?