**Please return completed form to Meghan Murray via email:** mamurray@lockton.com.

**Phone Number:** 678-361-0886

**Fax Number:** 404-460-3755

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| --- | --- | --- | --- |
| **Member Name** |       | **Member Number** |       |
| **Requested By** |       |  **Date** |       |
| **Contact Information** |
| **Phone Number** |       | **Fax** |       | **# of Pages** |       |

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| **Request Certificate of Coverage** |
| **Certificate Holder** |       | **Attention** |       |
| **Address** |       | **City** |       | **State** |       | **Zip** |       |
| **Email Address of Requestor:**       |

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| **Required Coverages** |
| [ ]  General Liability [ ]  Property / Contents [ ]  Equipment [ ]  Automobile Liability [ ]  Automobile Physical Damage[ ]  Builder’s Risk\*\* [ ]  Other       |
| \*\*State value, start and competition date       |

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| **Describe the nature / purpose of the certificate or requires wording by certificate holder** |
| **Evidence of Coverage with respect to**       |
| **Is there a written contract?** [ ]  Yes [ ]  No | If yes, please include with certificate request. | **REPEAT CERTIFICATE at next RENEWAL.** | [ ]   |

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| **Interest** |
| [ ]  **Loss Payee** [ ]  **Mortgagee** | [ ]  **Lease / Purchase** | [ ]  **Lease** | [ ]  **Purchase** |
| **Amount** | $      | $      | $      |
| **Agreement #** |       |       |  |
| **Loss Payee** – a party besides you (such as a lending institution) that has an insurable interest in the equipment, property or vehicles.**Mortgagee** – usually the bank who holds the mortgage on a building. |

** Report By**

|  |  |  |
| --- | --- | --- |
|       |  |       |
| **Name** |  | **Date** |