

10/12/11



To: ALL SUBCONTRACTORS AND SUPPLIERS

Re: CERTIFICATE OF INSURANCE

We would like to remind you of the importance of adhering to your contract agreement with us by providing an original certificate of insurance from your insurance carrier.

All of the following insurance requirements must be met before starting work, and before BCBE will release payment:

1. Your contract with us requires that **BCBE Construction, LLC** be named as an additional insured with respect to your General Liability coverage. We require that the additional insured language from your policy be attached to the certificate. **Your certificate must also state that the policy does not contain a Residential Exclusion. Please contact your agent with this request. Your agent will need to send this documentation with an original certificate signed by a licensed representative in order to be considered in compliance.** This will be required at the beginning of each project and at each policy renewal.
2. BCBE will require an updated **Original Certificate** of insurance (with authorized signature) every 90 days throughout the remainder of the project.
3. The minimum acceptable limits of coverage are:

Type	Coverage Limits
I Commercial General Liability	\$1,000,000 Each Occurrence \$2,000,000 General Aggregate must be per project \$2,000,000 Products-Comp/Op Aggregate
II Workman's Comp	\$500,000 / \$500,000 / \$500,000 (State Exemptions are not acceptable)
III Auto Liability (Including owned, hired and non-owned vehicles)	\$1,000,000 Combined Single Limit
IV Excess / Umbrella Liability	\$2,000,000 Combined Single Limit Each Occurrence \$2,000,000 General Aggregate
4. Notice of cancellation not less than 30 days.
5. Insurance carriers must be with a rating not less than **A-IX or better**.

Please have your agent issue this certificate as soon as possible. Failure to provide the required original certificates will result in the delay of your payments.

Thank you.

Jay Bunnell
Secretary-Treasurer