

# Love Our Central Coast

## Insurance Coverage Request Procedures

Some of our project sites may request an insurance certificate for the work being done. Our insurance with Shoreline provides coverage for the events of the day, but if a specific certificate of insurance is required, then we will need the following from the site to issue a certificate:

- *What insurance limits they are requiring (i.e. \$1m coverage for single event/\$2m aggregate events)*
- *If they just need a certificate showing that Shoreline/LOCC has appropriate coverages, then we will need the following:*
  - *Mailing address;*
  - *Name of a contact person;*
  - *Name of the entity involved.*
- *If they need to be an **Additional Named Insured**, we need to have:*
  - *Their mailing address with the name of a contact person;*
  - *The physical address of the project involving them;*
  - *Exactly how they want the name of their entity to appear on the certificate.*

Please email this completed information to Eric Johnsen at [ekjohnsen@sbcglobal.net](mailto:ekjohnsen@sbcglobal.net) and I will compile these requests and pass them along to our insurance carrier. Thank you.