HOW DO YOU READ CERTIFICATES OF INSURANCE?





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1995 MARKET STREET RIVERSIDE, CA 92501							Rob Beepa/HOPE Turbertw trange					

Information Found on a Certificate of Insurance

- 1. Date of the certificate
- 2. Producer: The producer is the agent or broker from whom the insured purchased the insurance, and is also usually the entity that issues the certificate. The insured is the person or entity whose name is on the described insurance policies.
- 3. Insured: The full name and address of the vendor or contractor as represented in the contract or agreement
- 4. Insurer: Each insurance company on the list will be designated by a letter; for example "INSURER A: "Crum & Foster Specialty"
- 5. The NAIC Number: This is the number assigned by the National Association of Insurance Commissioners (NAIC), an agency that set guidelines and rules. The number identifies that the carrier is affiliated with the NAIC
- 6. Type of Insurance: One or several lines of insurance will be listed depending on the contract/agreement requirements. Typically the coverage types will include the following:
 - Commercial General Liability
 - Commercial Auto Liability
 - Workers' Compensation
 - Professional Liability

Information Found on a Certificate of Insurance Cont...

- 7. Additional Insured and/or Waiver of Subrogation status: Should be marked if required by the contract/agreement.
- 8. Policy Number: Numbers should match those found on the Insurance Endorsement
- 9. Limits of Liability: As required by contract or agreement
- 10. Description of Operation: A brief description of the services being performed, the location of service and information relating to vehicles used to perform the service. Should also reference the contract number if available.
- 11. Certificate Holder: Should read "The County of Riverside" with the contracted department address
- 2. Authorize Signature: Signature of agent or broker