

Vendor Certification Requirements Template

Washington Real Estate Investment Trust (WRIT) - Vendor I - General Requirements

<i>Certificate of Insurance</i>	
NAME AND ADDRESS OF AGENCY:	COMPANIES AFFORDING COVERAGES
	<i>INSURANCE COMPANIES DESIGNATED MUST HAVE A MINIMUM of A- VIII AM BEST RATING</i>
	COMPANY A AM Best A- VIII Required for all insurance companies
	COMPANY B NAIC # Required for all insurance companies
	COMPANY C
	COMPANY D
	COMPANY E
NAME AND ADDRESS OF INSURED:	

This Certificate of Insurance neither affirmatively nor negatively amends, extends or alters the coverage afforded by the policies listed on this certificate of insurance.

CO. LTR	TYPE OF INSURANCE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS OF LIABILITY (Below Limits are required minimums)
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> Occurrence Note below exclusions to basic form _____ Gen'l Aggregate Limit Applies: <input checked="" type="checkbox"/> Per Project	Policy Number Required for all coverages	Policy Term is Required for all coverages		PER OCCURRENCE \$ 1,000,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS-COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> Any Auto or All Owned or Scheduled <input checked="" type="checkbox"/> Hired & Non-owned				COMBINED SINGLE LIMIT (each accident) \$1,000,000
	UMBRELLA LIABILITY *				EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000
	WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY				<input checked="" type="checkbox"/> WC STATUTORY LIMITS E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000 E.L. DISEASE - EACH EMPLOYEE \$ 500,000

SPECIAL PROVISIONS

Certificate must state that the following applies:

- **The COI must state that CGL includes: Premises-Operations, Independent Contractors, Products-Completed Operations, Blanket Contractual Liability, Personal & Advertising injury.**
- **Additional Insured applies to CGL, Auto, and Umbrella. NOTE: CGL –Copy of CGL AI completed ops endorsement (CG 2037 0704) required. Additional Insured must be: Washington Real Estate Investment Trust (WRIT)**
- **Waiver of Subrogation applies to the CGL, Auto, Work Comp, and Umbrella in favor of Washington Real Estate Investment Trust (WRIT).**
- **Primary & Non-contributory applies to the CGL and Umbrella in favor of Washington Real Estate Investment Trust (WRIT)**
- **The COI must state that Umbrella is over CGL, Auto Liability and Employers' Liability. Excess liability in lieu of umbrella is acceptable provided that the excess states that it is excess specifically over CGL, Auto Liability and Employers' Liability.**

CERTIFICATE HOLDER:

Washington Real Estate Investment Trust (WRIT)
 c/o Business Credentialing Services, Inc.
 PO Box 1258
 Morristown, NJ 07960

All Certificates of Insurance should be emailed or faxed directly to BCS - Email: writ@bcsops.com Fax: (855) 801-0039

Please contact BCS at (862) 242-5571 if there are questions about the WRIT insurance requirements.