

## CONDOMINIUM ASSOCIATION

To Whom It May Concern:

As a vendor/contractor you should, at your sole expense, maintain in full force and effect insurance coverage as detailed below. This is a mandatory requirement as a condition to continue business within the building. Non-compliance with this could jeopardize your entrance in the building.

Please forward this request letter and attachments to your insurance broker for issuance of appropriate certificate of insurance. Please note: All requirements below must be met prior to any commencing with any projects and/or deliveries.

**Commercial General Liability Coverage**

- Limits of not less than \$1,000,000 each occurrence including contractual liability, products and completed operations, personal injury and advertising liability and \$1,000,000 aggregate for products and completed operations and general aggregate.
- The limits can be provided through a combination of primary commercial general liability.
- Coverage must be provided through an "occurrence" based policy and not through a "claims made" policy.

**Commercial Automobile Liability Coverage**

- Limits of not less than \$1,000,000 per accident

**Employers Liability / Workers Compensation Coverage**

- Limits of not less than \$500,000 per accident and \$500,000 disease –each employee/policy limit

**Umbrella Liability Coverage**

- Limits of not less than \$1,000,000 per occurrence/\$1,000,000 aggregate.

**Additionally Insured**

- Certificate must evidence an Additional Insured endorsement as stated below.

***100 East Huron Street Condominium Association, Its Directors and Employees, and Lieberman Management Services, Inc. its Directors and Employees. 700 North Michigan Avenue, LLC, M&M Commercial Property Services, LLC and ACHS Management, LLC.***

**Certificate Holder**

- 100 E. Huron Condominium Association, 100 East Huron St, Chicago, Illinois, 60611

All certificates must provide no less than 30 days notice in the event of a change in policy conditions or cancellation of the policy. Insurance Carriers must have an A.M. Best rating of A VIII or better. Should your insurance representative have any questions or comments please contact the undersigned at 312.482.8995.

Thank you,

Donna Curtin  
Property Manager