



## Certificate of Property Insurance Request Form

A Certificate Of Insurance or Evidence of Insurance is used to document the most relevant insurance coverage to your lender, or mortgagee company.

We ask that you provide the letter received from your lender requesting Proof of Insurance for the Association. If you are not able to provide the letter requesting Proof of Insurance, please complete the form below and send to our Dedicated Certificate Team at [APNaples.Mail@AssuredPartners.com](mailto:APNaples.Mail@AssuredPartners.com).

If the Bank Request Letter is not available to assist us in completing your Proof of Insurance request, we ask that you complete the below information and provide a copy to our office in order to assist us in satisfying your lender's request for Proof of Insurance.

**Unit Owner's Name:** \_\_\_\_\_  
**Street Address:** \_\_\_\_\_  
**City, State, and Zip Code:** \_\_\_\_\_  
**Phone Number:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_

We need to determine how the Mortgagee Clause (Bank Name) needs to read on the Certificate of Insurance. Please complete the below.

**Mortgagee/Bank Name:** \_\_\_\_\_  
**Bank Address:** \_\_\_\_\_  
**City, State, and Zip Code:** \_\_\_\_\_  
**Loan Number:** \_\_\_\_\_  
**Fax Number:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_

Please forward this request to our Dedicated Certificate Team at AssuredPartners using the contact information below.

Certificate Email: [APNaples.Mail@AssuredPartners.com](mailto:APNaples.Mail@AssuredPartners.com) or contact us at 239-649-1444

