

# Certificate of Insurance

Transmittal Form Information

***THIS FORM OR ALL INFORMATION NOTED MUST BE INCLUDED  
IN THE INSURANCE AGENT REPLY TO DOCK MASTER***

From: Harbour Woods Dock Master  
Subject: Request for Certificate of Insurance  
RE: Slip owners/Renters Marine Certificate of Insurance

Action: **Please Email This Form To Your Insurance Agent (Company)**

Current Certificates of Insurance are required prior to occupying any slip at

## Harbour Woods Marina

*See below for specific required information*

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Insurance Coverage Minimum Requirements: Liability: \$300,000 minimum

Name of Insured \_\_\_\_\_

Slip #: \_\_\_\_\_ (Insurance reply must list Insured and the Slip number)

Certificate #1: ***Primary Certificate of Insurance***

TO: Harbour Woods Dock Master – [HWDockmaster@yahoo.com](mailto:HWDockmaster@yahoo.com)

Certificate #2: TO: ***Slip Owner***

- Slip Owner: \_\_\_\_\_
- Address: \_\_\_\_\_
- City, State, Zip: \_\_\_\_\_
- Email: \_\_\_\_\_

**IMPORTANT: \*\*\*\*\*** A Certificate of insurance is a document used to provide information on specific insurance coverage. The certificate provides verification of the insurance and usually contains information on types and limits of coverage, insurance company, **policy number**, named insured and policies' effective periods.

**There is no standard mail address. Please email certificates to:**

[HWDockMaster@yahoo.com](mailto:HWDockMaster@yahoo.com) and to Slip owner (see above)