

98-50 67th Ave - Insurance and COI Information

All outside contractors and movers need to present to Management a valid certificate of insurance (COI). A COI is a document used to provide information on insurance coverage. It contains information on limits of coverage, the insurance companies' names, policy numbers, named insured, and the policies' effective periods. **Management must review and approve all COIs to ensure proper coverage exist prior to commencement of work.** Upon receipt of COI, Management may also request a full copy of the contractor's insurance policies, or the index of policy endorsements & exclusions.

Please be aware: Contractors who refuse to share a COI and/or their supporting policy documents likely do not have valid insurance and will not be permitted to work on the premises.

Please ask your contractor or mover to prepare their COI as follows:

Building Address:

98-50 67th Avenue
Forest Hills, NY 11374

Primary Insured:

Shareholders Name

98-50 67th Avenue, Apt #
Forest Hills, NY 11374

Additionally Insured:

Forhills Owners Corp.
PO Box 720247
Jackson Heights, NY 11372

Austin Booth LLC
PO Box 720247
Jackson Heights, NY 11372

Norcor Management Corp.
PO Box 720247
Jackson Heights, NY 11372

Shareholders Name

98-50 67th Avenue Apt #
Forest Hills, NY 11374

COI must have language in Description Box that reads:

"Certificate Holder is listed as additional insured on a primary and non-contributory basis. Liability policy includes full contractual liability and no third party action over exclusion."