



How to: Certificate Hero Endorsements

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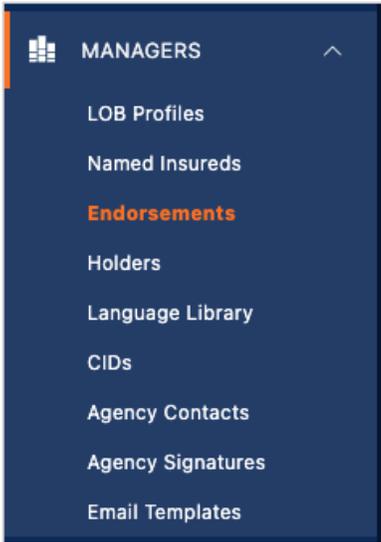
Certificate Hero offers your agency the ability to create an Endorsement Form Library that can be reused amongst all your insureds.

This allows you to create endorsements and utilize the Certificate Hero endorsement tagging to apply specified information on an endorsement each time it is selected to be attached to a certificate. This tagging can include the policy number, policy effective and/or expiration date, and Named Insured.

With the Certificate Hero Endorsement Form Library and endorsement tagging, your agency will save valuable time reusing an endorsement form that was uploaded one time for all your Insureds that is then personalized for that specific insured and corresponding policy. This makes managing your endorsements efficient and simple, as you no longer need to upload the same endorsement 50 different times that was manually updated with 50 different insured's information on it.

Endorsement Manager and Endorsement Form Library

To access the Endorsement Manager, on the left menu drop down “Managers” and click “Endorsements”.



All endorsements your agency has created will be found in the Endorsement Manager.

The screenshot shows the 'Manager: Endorsements' interface. At the top left is a search bar with the text 'Search 4 endorsements' and a 'FILTER' dropdown. To the right are 'TOGGLE COLUMNS', a list icon, and a '+ CREATE ENDORSEMENT' button. Below is a table with the following data:

CREATED	NAME	DESCRIPTION	POLICY	EXPIRATION DATE	EDITION DATE	FORM	STATUS	ACTIONS
Jan 17, 2024	2020 8-E-2676 07-11 ...	—	CAU9120	Sep 1, 2021	Jul 2011	Commercial Auto Ext...	ACTIVE	...
Jan 9, 2024	2021 Boiler and Machi...	—	BM09012021	Sep 1, 2022	Feb 2023	Boiler and Machinery	ACTIVE	...
Jan 9, 2024	2020 CGD316 02-19 ...	—	GL9120	Sep 1, 2021	Feb 2019	CGD316 - with covera...	ACTIVE	...
Jan 9, 2024	2020 CGD604 02-19 ...	—	GL9120	Sep 1, 2021	Feb 2019	CG604 - with coverag...	ACTIVE	...

Create an Endorsement

To create a new endorsement, click “Create Endorsement”.



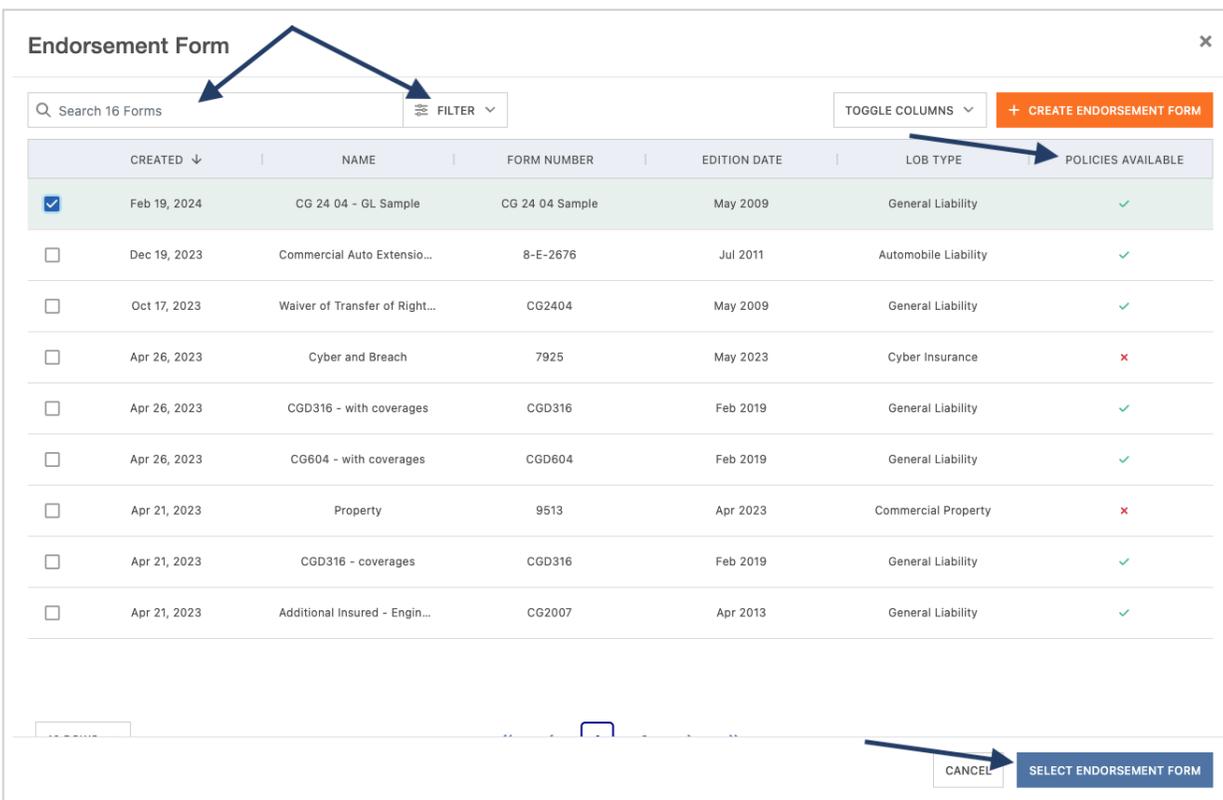
On the next screen, click “Select Endorsement Form”.



This will take you to the Endorsement Form Library where all endorsement forms added by your agency will display.

You can search for an existing endorsement form using the search bar and/or filter at the top left or scroll through the list that populated.

The far-right column will indicate whether there is an existing policy that was uploaded into Certificate Hero for the existing endorsement form.



If you are unable to locate the endorsement form you would like to use in your library, you can upload an endorsement file and create a new form.

To do this, click “Create Endorsement Form” in the upper right corner.



On the next screen you will be prompted to fill out the required fields. These fields include:

- Form Name
- Form Number
- Edition Date
- Line of Business the form applies to
- Coverage

You will also be prompted to attach a copy of the endorsement file you wish to use.

Once all required fields are filled out and the endorsement file is uploaded, click “Save” to continue.

You will be brought back to your Endorsement Form Library and your newly added endorsement form will display.

You can also use the search bar at the top to locate the new endorsement form you just added.

Once you have selected your endorsement form, click “Select Endorsement Form” in the lower right corner to continue with creating your endorsement.

The screenshot shows a web interface titled "Endorsement Form" with a search bar containing "CG 2404 - GL Sample 1". Below the search bar is a table with the following columns: CREATED, NAME, FORM NUMBER, EDITION DATE, LOB TYPE, and POLICIES AVAILABLE. The table contains one row with the following data: Feb 20, 2024, CG 2404 - GL Sample 1, CG 24 04 Sample, May 2009, General Liability, and a green checkmark. A blue arrow points to the checkbox in the first column of this row. At the bottom right of the interface, there are two buttons: "CANCEL" and "SELECT ENDORSEMENT FORM", with a blue arrow pointing to the latter.

CREATED ↓	NAME	FORM NUMBER	EDITION DATE	LOB TYPE	POLICIES AVAILABLE	
<input checked="" type="checkbox"/>	Feb 20, 2024	CG 2404 - GL Sample 1	CG 24 04 Sample	May 2009	General Liability	✓

Enter a name for the endorsement and select the policy the applicable endorsement corresponds with.

You can either click to use the endorsement file that is linked to the endorsement form you selected or select to upload a new file.

Once you have completed the required fields, click “Save” to save the endorsement to your library.

Create Endorsement

[BACK TO MANAGE ENDORSEMENTS](#)

129% ▾ ⊖ ⊕

COMMERCIAL GENERAL LIABILITY
CG 24 04 05 09

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVE RAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization:
ALL PERSON(S) OR ORGANIZATION(S) WITH WHICH YOU HAVE WRITTEN CONTRACTS IN PLACE PRIOR TO LOSS REQUIRING THAT THEY BE NAMED AS ADDITIONAL INSUREDS UNDER THIS POLICY

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8, Transfer Of Rights Of Recovery Against Others To Us of Section IV - Conditions:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

FORM NAME: CG 2404 - GL Sample 1
INSURANCE COMPANY: None Selected
FORM NUMBER: CG 24 04 Sample
EDITION DATE: May 2009
LINE OF BUSINESS: General Liability
COVERAGES: Waiver of Subrogation - Blanket

ENDORSEMENT NAME: 2020 CG 24 04 05 09 Sample
POLICY: (2020-09-01) GL9120 20-21 GENERAL LIABILITY ▾

DESCRIPTION: Description...

ENDORSEMENT FILE:
 Use From Endorsement Form
 Upload Your Own

UPLOAD AN ENDORSEMENT FILE
Drag and drop your file here or click to browse

ALLOWED FILE TYPE: .PDF

CANCEL SAVE

[Back to Top](#)

Endorsement Tagging

While creating your endorsement form, you can also add endorsement tagging to pull specified information to be reference on the endorsement each time it is attached to a certificate.

You can select to reference the policy number, effective and expiration dates, and/or the Named Insured.

To apply the endorsement tagging to your endorsement form, click the + (plus) symbol next to each tagging option.

Endorsement Form

COMMERCIAL GENERAL LIABILITY
CG 24 04 05 09

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVE RAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization ALL PERSON(S) OR ORGANIZATION(S) WITH WHICH YOU HAVE WRITTEN CONTRACTS IN PLACE PRIOR TO LOSS REQUIRING THAT THEY BE NAMED AS ADDITIONAL INSUREDS UNDER THIS POLICY

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We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

FORM NAME: CG 2404 - GL Sample

INSURANCE COMPANY: Search Company

FORM NUMBER: CG 24 04 Sample

EDITION DATE: May 2009

LINE OF BUSINESS: GENERAL LIABILITY

COVERAGES: WAIVER OF SUBROGATION - BLANK...

UPLOAD AN ENDORSEMENT FILE: Sample Endorsement - CG2404 05-09.pdf

ADD TAGS: + Policy Number, + Policy Effective Date, + Policy Expiration Date, + Named Insured

SAVE

CANCEL SELECT ENDORSEMENT FORM

With each tag you select to add, you can move the field where you would like the information to be referenced on the endorsement.

In our example below, we are showing all tags in the upper right corner of the endorsement.

For each tag you have selected, a save icon (🔒) will replace the + (plus) symbol indicating the tag has been added to the endorsement form.

When you have selected the desired endorsement tags, click “Save”.

The screenshot displays the 'Endorsement Form' interface. On the left, a preview of the endorsement form is shown, titled 'WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US'. The form includes fields for 'Policy Number', 'Policy Effective Date', 'Policy Expiration Date', and 'Named Insured'. A blue arrow points from the 'Policy Effective Date' field in the preview to the 'Policy Effective Date' tag in the 'ADD TAGS' section. Another blue arrow points from the 'Named Insured' field in the preview to the 'Named Insured' tag. The 'ADD TAGS' section contains four tags: 'Policy Number', 'Policy Effective Date', 'Policy Expiration Date', and 'Named Insured'. Each tag has a small blue square icon with a white lock symbol (🔒) next to it, indicating it has been added to the form. A third blue arrow points from the 'SAVE' button in the 'ADD TAGS' section to the 'SAVE' button at the bottom right of the form. The 'SAVE' button is a dark blue rectangle with white text. At the bottom of the form, there are two buttons: 'CANCEL' and 'SELECT ENDORSEMENT FORM'. The 'SELECT ENDORSEMENT FORM' button is a light blue rectangle with dark blue text. The right side of the interface contains a form with the following fields: 'FORM NAME' (CG 24 04 - GL Sample), 'INSURANCE COMPANY' (Search Company), 'FORM NUMBER' (CG 24 04 Sample), 'EDITION DATE' (May 2009), 'LINE OF BUSINESS' (GENERAL LIABILITY), and 'COVERAGES' (WAIVER OF SUBROGATION - BLANK...). There is also an 'UPLOAD AN ENDORSEMENT FILE' section with a dashed box containing the text 'Sample Endorsement - CG2404 05-09.pdf'.

You will be brought back to your Endorsement Form Library and your newly added endorsement form with endorsement tagging included will display.

You can also use the search bar at the top to locate the new endorsement form you just added.

Once you have selected your endorsement form, click “Select Endorsement Form” in the lower right corner to continue with creating your endorsement.

Endorsement Form ×

CG 2404 - GL Sample 1 FILTER TOGGLE COLUMNS + CREATE ENDORSEMENT FORM

CREATED ↓	NAME	FORM NUMBER	EDITION DATE	LOB TYPE	POLICIES AVAILABLE
<input checked="" type="checkbox"/>	Feb 20, 2024	CG 2404 - GL Sample 1	CG 24 04 Sample	May 2009	General Liability ✓

CANCEL SELECT ENDORSEMENT FORM

Enter a name for the endorsement and select the policy the applicable endorsement corresponds with.

You can either click to use the endorsement file that is linked to the endorsement form you selected or select to upload a new file.

Once you have completed the required fields, click “Save” to save the endorsement to your library.

You will also see the endorsement tagging indicators in the upper left corner of the endorsement preview on the left. This will provide a preview of where the specified information will pull once the endorsement is attached to a certificate.

Create Endorsement

[BACK TO MANAGE ENDORSEMENTS](#)

129%

Policy Number
Policy Effective Date Policy Expiration Date **COMMERCIAL GENERAL LIABILITY**
Named Insured **CG 24 04 05 09**

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVE RAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
SCHEDULE

Name Of Person Or Organization:
ALL PERSON(S) OR ORGANIZATION(S) WITH WHICH YOU HAVE WRITTEN
CONTRACTS IN PLACE PRIOR TO LOSS REQUIRING THAT THEY BE NAMED AS
ADDITIONAL INSUREDS UNDER THIS POLICY

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8, Transfer Of Rights Of Recovery Against Others To Us of Section IV - Conditions:
We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

FORM NAME:
CG 2404 - GL Sample 1

INSURANCE COMPANY:
None Selected

FORM NUMBER:
CG 24 04 Sample

EDITION DATE:
May 2009

LINE OF BUSINESS:
General Liability

COVERAGES:
Waiver of Subrogation - Blanket

ENDORSEMENT NAME
2020 CG 24 04 05 09 Sample

POLICY
(2020-09-01) GL9120 20-21 GENERAL LIABILITY

DESCRIPTION
Description...

ENDORSEMENT FILE
 Use From Endorsement Form
 Upload Your Own

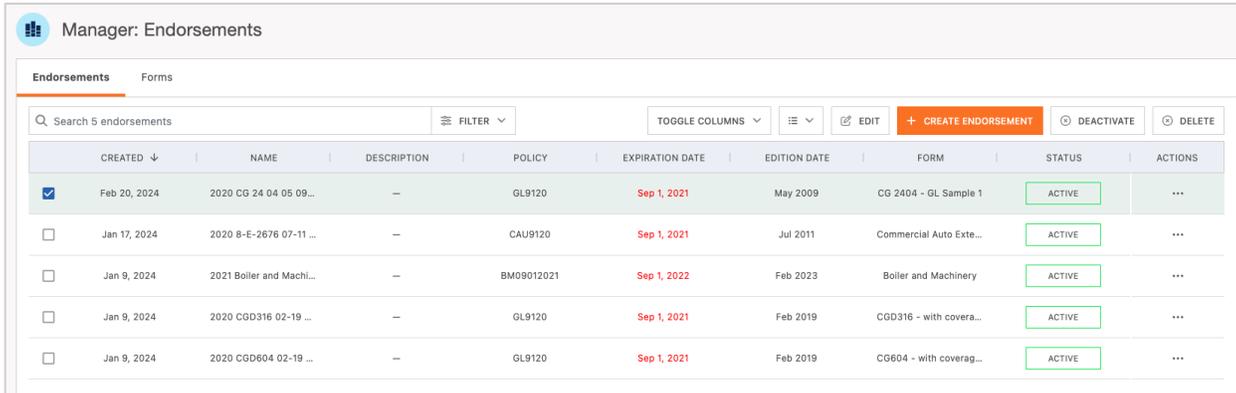
UPLOAD AN ENDORSEMENT FILE
Drag and drop your file here or click to browse

ALLOWED FILE TYPE: .PDF

Actions Menus

Once you have saved your endorsement, you will be brought back to your Endorsement Manager and your new endorsement will display.

Unless you need to take additional action on the endorsement, at this stage the endorsement is now ready to be attached to a certificate while during the processing flow.



The screenshot shows the 'Manager: Endorsements' interface. At the top, there are tabs for 'Endorsements' and 'Forms'. Below the tabs is a search bar with the text 'Search 5 endorsements' and a 'FILTER' dropdown. To the right of the search bar are buttons for 'TOGGLE COLUMNS', a list icon, 'EDIT', '+ CREATE ENDORSEMENT', 'DEACTIVATE', and 'DELETE'. The main area is a table with the following columns: CREATED, NAME, DESCRIPTION, POLICY, EXPIRATION DATE, EDITION DATE, FORM, STATUS, and ACTIONS. The table contains five rows of endorsement data, each with a checkbox in the 'ACTIONS' column.

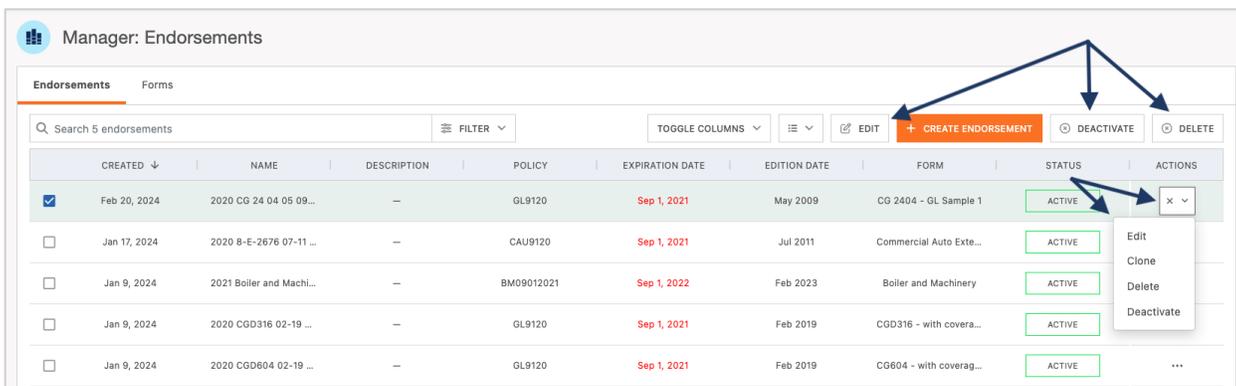
CREATED	NAME	DESCRIPTION	POLICY	EXPIRATION DATE	EDITION DATE	FORM	STATUS	ACTIONS
Feb 20, 2024	2020 CG 24 04 05 09...	--	GL9120	Sep 1, 2021	May 2009	CG 2404 - GL Sample 1	ACTIVE	...
Jan 17, 2024	2020 8-E-2676 07-11 ...	--	CAU9120	Sep 1, 2021	Jul 2011	Commercial Auto Exte...	ACTIVE	...
Jan 9, 2024	2021 Boiler and Machi...	--	BM09012021	Sep 1, 2022	Feb 2023	Boiler and Machinery	ACTIVE	...
Jan 9, 2024	2020 CGD316 02-19 ...	--	GL9120	Sep 1, 2021	Feb 2019	CGD316 - with covera...	ACTIVE	...
Jan 9, 2024	2020 CGD604 02-19 ...	--	GL9120	Sep 1, 2021	Feb 2019	CG604 - with coverag...	ACTIVE	...

If you need to make edits to the endorsement, select the endorsement you'd like to edit.

You can either click the actions menu on the far right, or select one of the options that populates on the top of the manager once you've selected an endorsement.

The actionable items are:

- **Edit:** This allows you to revise an endorsement.
- **Clone:** This allows you to make an exact copy of the endorsement.
- **Delete:** This will permanently remove the endorsement from your Endorsement Manager. If you delete an endorsement, you will not be able to locate the endorsement in the future using the search or filter options.
- **Deactivate:** This will deactivate the endorsement but not permanently remove it from your Endorsement Manager. If you need to locate a deactivated endorsement, you can use your search or filter options.



This screenshot is similar to the one above but shows the 'ACTIONS' column for the first row expanded into a dropdown menu. The menu contains four options: 'Edit', 'Clone', 'Delete', and 'Deactivate'. Blue arrows point from the 'EDIT', 'DEACTIVATE', and 'DELETE' buttons in the top toolbar to the corresponding options in the dropdown menu.

CREATED	NAME	DESCRIPTION	POLICY	EXPIRATION DATE	EDITION DATE	FORM	STATUS	ACTIONS
Feb 20, 2024	2020 CG 24 04 05 09...	--	GL9120	Sep 1, 2021	May 2009	CG 2404 - GL Sample 1	ACTIVE	<ul style="list-style-type: none">EditCloneDeleteDeactivate
Jan 17, 2024	2020 8-E-2676 07-11 ...	--	CAU9120	Sep 1, 2021	Jul 2011	Commercial Auto Exte...	ACTIVE	...
Jan 9, 2024	2021 Boiler and Machi...	--	BM09012021	Sep 1, 2022	Feb 2023	Boiler and Machinery	ACTIVE	...
Jan 9, 2024	2020 CGD316 02-19 ...	--	GL9120	Sep 1, 2021	Feb 2019	CGD316 - with covera...	ACTIVE	...
Jan 9, 2024	2020 CGD604 02-19 ...	--	GL9120	Sep 1, 2021	Feb 2019	CG604 - with coverag...	ACTIVE	...

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Adding an Endorsement to a Certificate of Insurance

Now that we have created our endorsement, let's add it to a certificate of insurance.

After you have started your certificate, while in the Certificate Editor, above the ACORD form on the right you will see an Endorsements drop down and an Endorsement Counter.

The Endorsements dropdown will take you into the endorsement selector, and the Endorsement counter will indicate how many endorsements are attached to the certificate.

Click the Endorsements dropdown to select or remove the endorsements.

ENDORSEMENTS ▾

0 endorsements attached

154% ▾

+

-

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
 2/19/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s). Select Contact

PRODUCER YOUR AGENCY HERE Address Line 1 Address Line 2 City, State Zip	CONTACT NAME: Rebecca's Agency Contact PHONE (A/C, No, Ext): 8138100579 FAX (A/C, No): E-MAIL ADDRESS: rtompkins@certificatehero.com <table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 70%; text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 30%;">NAIC #</th> </tr> <tr> <td>INSURER A : CNA Insurance Companies</td> <td>14063</td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : CNA Insurance Companies	14063	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : CNA Insurance Companies	14063														
INSURER B :															
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

INSURED Select Named Insured(s)

 Builders, Inc.
 95 Rochester Street
 Teterboro, NJ 07608

COVERAGES

CERTIFICATE NUMBER: 3071

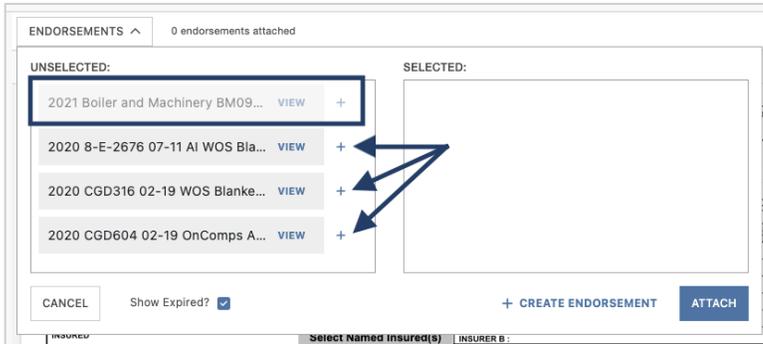
REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
X	COMMERCIAL GENERAL LIABILITY			Add Policy			EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			GL9120	09-01-2020	09-01-2021	

Any endorsements that appear greyed out cannot be attached to the certificate because the line of business is not referenced on the certificate. This is a guardrail in place to avoid inadvertently attaching an unnecessary endorsement.

All available endorsements that can be attached to the certificate can be added by clicking the + (plus) symbol to the right of the endorsement.



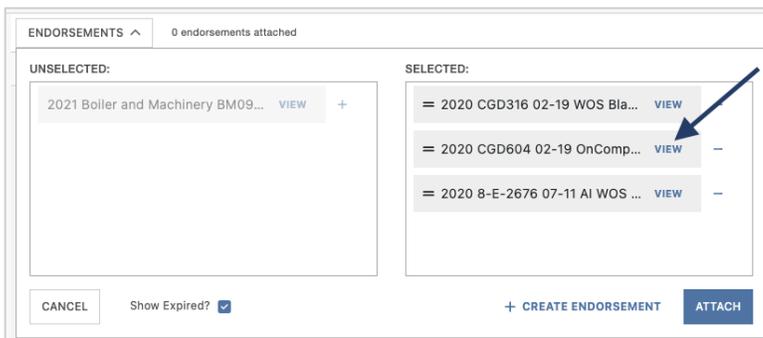
Once the required endorsements are selected, you will see them moved from the “Unselected” box on the left, to the “Selected” box on the right, indicating they are ready to be attached to the certificate.



If you need to remove an attached endorsement, click the – (minus) symbol to the right of the endorsement.



You can view the endorsement at any time by clicking “View”.



This will show you a preview of the endorsement. To exit the endorsement view, click “Close” in the lower right corner.

Endorsement File x

2020 CGD604 02-19 OnComps Arising Blanket

COMMERCIAL GENERAL LIABILITY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**BLANKET ADDITIONAL INSURED – AUTOMATIC STATUS
IF REQUIRED BY WRITTEN CONTRACT (CONTRACTORS)**

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

The following is added to **SECTION II – WHO IS AN INSURED**:

Any person or organization that:

- a. You agree in a written contract or agreement to include as an additional insured on this Coverage Part, and
- b. Has not been added as an additional insured for the same project by attachment of an endorsement under this Coverage Part which includes such person or organization in the endorsement's schedule;

is an insured, but:

- a. Only with respect to liability for "bodily injury" or "property damage" that occurs, or for "personal injury" caused by an offense that is committed, subsequent to the signing of that contract or agreement and while that part of the contract or agreement is in effect; and
- b. Only as described in Paragraph (1), (2) or (3) below, whichever applies:
 - (1) If the written contract or agreement specifically requires you to provide additional insured coverage to that person or organization by the use of:
 - (a) The Additional Insured – Owners, Lessees or Contractors – (Form B) endorsement CG 20 10 11 85; or
 - (b) Either or both of the following: the Additional Insured – Owners, Lessees or Contractors – Scheduled Person Or Organization endorsement CG 20 10 01, or the Additional Insured – Owners, Lessees or Contractors – Completed Operations endorsement CG 20 37 10 01;
 - (2) If the person or organization is an additional insured only if the injury or damage arises out of "your work" to which the written contract or
 - (a) The Additional Insured – Owners, Lessees or Contractors – Scheduled Person or Organization endorsement CG 20 10 07 04 or CG 20 10 04 13, the Additional Insured – Owners, Lessees or Contractors – Completed Operations endorsement CG 20 37 07 04 or CG 20 37 04 13, or both of such endorsements with either of those edition dates; or
 - (b) Either or both of the following: the Additional Insured – Owners, Lessees or Contractors – Scheduled Person Or Organization endorsement CG 20 10, or the Additional Insured – Owners, Lessees or Contractors – Completed Operations endorsement CG 20 37, without an edition date of such endorsement specified; the person or organization is an additional insured only if the injury or damage is caused, in whole or in part, by acts or omissions of you or your subcontractor in the performance of "your work" to which the written contract or agreement applies; or
 - (3) If neither Paragraph (1) nor (2) above applies:
 - (a) The person or organization is an additional insured only if, and to the extent that, the injury or damage is caused by acts or omissions of you or your subcontractor in the performance of "your work" to which the written contract or agreement applies; and
 - (b) Such person or organization does not qualify as an additional insured with respect to the independent acts or omissions of such person or organization.

The insurance provided to such additional insured is subject to the following provisions:

- a. If the Limits of Insurance of this Coverage Part

[CLOSE](#)

When you are ready to attach the selected endorsement(s) to the certificate, click “Attach”.

[+ CREATE ENDORSEMENT](#)  [ATTACH](#)

Above the ACORD form, the Endorsement counter will update to reflect the number of endorsements you have selected to attach to your certificate.

ENDORSEMENTS ▾
2 endorsements attached

154% ▾
⊖ ⊕

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/19/2024

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IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s). **Select Contact**

PRODUCER YOUR AGENCY HERE Address Line 1 Address Line 2 City, State Zip	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="padding: 2px;">CONTACT NAME: Rebecca's Agency Contact</td> </tr> <tr> <td style="padding: 2px;">PHONE (A/C No, Ext): 8138100579</td> <td style="padding: 2px;">FAX (A/C No):</td> </tr> <tr> <td colspan="2" style="padding: 2px;">E-MAIL ADDRESS: rtompkins@certificatehero.com</td> </tr> <tr> <td colspan="2" style="text-align: center; padding: 2px;">INSURER(S) AFFORDING COVERAGE</td> </tr> <tr> <td style="padding: 2px;">INSURER A: CNA Insurance Companies</td> <td style="padding: 2px;">NAIC # 14063</td> </tr> <tr> <td style="padding: 2px;">INSURER B:</td> <td></td> </tr> <tr> <td style="padding: 2px;">INSURER C:</td> <td></td> </tr> <tr> <td style="padding: 2px;">INSURER D:</td> <td></td> </tr> <tr> <td style="padding: 2px;">INSURER E:</td> <td></td> </tr> <tr> <td style="padding: 2px;">INSURER F:</td> <td></td> </tr> </table>	CONTACT NAME: Rebecca's Agency Contact		PHONE (A/C No, Ext): 8138100579	FAX (A/C No):	E-MAIL ADDRESS: rtompkins@certificatehero.com		INSURER(S) AFFORDING COVERAGE		INSURER A: CNA Insurance Companies	NAIC # 14063	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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INSURER C:																					
INSURER D:																					
INSURER E:																					
INSURER F:																					

INSURED	Select Named Insured(s)
Builders, Inc. 95 Rochester Street Teterboro, NJ 07608	

COVERAGES	CERTIFICATE NUMBER: 3071	REVISION NUMBER:
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THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
X	COMMERCIAL GENERAL LIABILITY			Add Policy			EACH OCCURRENCE \$ 1,000,000
	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			GL9120	09-01-2020	09-01-2021	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
A							MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
	OTHER:						PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$

To preview your certificate and attached endorsements in preparation for issuance, click "Review" on the far right of the Certificate Editor Action buttons.

Certificate Editor

ASSIGN
DELETE
SAVE AS TEMPLATE
SAVE
REVIEW

Within the Certificate Review screen, as you scroll through the certificate preview, you will come to the endorsements you've attached after the ACORD form preview.

From here, you can proceed with issuance as normal.

Certificate Review

Certificate Notes History

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CERTIFICATE HOLDER	CANCELLATION
Sample Holder 123 Main Street Miami, FL 33133	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Certificate Hero</i>

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GL9120

Builders, Inc. COMMERCIAL GENERAL LIABILITY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

XTEND ENDORSEMENT FOR CONTRACTORS

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

GENERAL DESCRIPTION OF COVERAGE – This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to this Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

A. Who Is An Insured – Unnamed Subsidiaries	C. Incidental Medical Malpractice
B. Blanket Additional Insured – Governmental Entities – Permits Or Authorizations Relating To Operations	D. Blanket Waiver Of Subrogation
	E. Contractual Liability – Railroads
	F. Damage To Premises Rented To You

PROVISIONS

A. WHO IS AN INSURED – UNNAMED SUBSIDIARIES

The following is added to **SECTION II – WHO IS AN INSURED**:

Any of your subsidiaries, other than a partnership, joint venture or limited liability company, that is not shown as a Named Insured in the Declarations is a Named Insured if:

- You are the sole owner of, or maintain an

B. BLANKET ADDITIONAL INSURED – GOVERNMENTAL ENTITIES – PERMITS OR AUTHORIZATIONS RELATING TO OPERATIONS

The following is added to **SECTION II – WHO IS AN INSURED**:

- An organization other than a partnership, joint venture or limited liability company; or
- A trust;

as indicated in its name or the documents that govern its structure.

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