



P.O.BOX 532
MIRA LOMA, CA. 91752
A-GENERAL ENGINEERING CONTRACTOR

PHONE: (951) 681-1345
FAX: (951) 332-0857
License. No.876696

Valued Vendor,

Please review immediately. Delay in receiving the requested forms will cause a delay in payment.

REQUEST FOR CERTIFICATE OF GENERAL LIABILITY AND COMMERCIAL AUTO:

Empire Equipment Service, Inc. is required to maintain active certificates of insurance from all vendors for General Liability & Commercial Auto naming,

**Empire Equipment Service, Inc.
P.O. BOX 532
Mira Loma, CA. 91752**

as “ADDITIONAL INSURED.” Please advise your insurance carrier to forward a Certificate to Empire Equipment Service, Inc. as soon as possible with the description of operations to read as:

“Certificate Holder is named as additional insured for all hourly operations of the named insured.”

An “Evidence of” or “Proof of” insurance is **not sufficient**, but rather clear language naming Empire Equipment Service, Inc., as “Additional Insured” is required. Your prompt attention to this matter will be greatly appreciated.

Required Limits:

General Liability \$1,000,000 Per Occurrence / \$2,000,000 Aggregate
Commercial Automobile \$1,000,000

I look forward to doing business with you on a regular basis.

If you require any further information please feel free to contact me.

Sincerely,

Empire Equipment Service, Inc.
(951) 681-1345
Admin@EmpireEquipmentService.com