

INSTRUCTIONS FOR ISSUING LOCATION AND EQUIPMENT CERTIFICATES

The full legal name and address of the party to whom the Certificate is issued should be typed into the appropriate location on the Certificate. Under no circumstances should the Certificate wordings be altered, added to or amended in any way.

COMMERCIAL GENERAL LIABILITY CERTIFICATES

Certificates can be issued to the following parties **only**:

1. Municipalities/Cities for the purpose of granting permits for filming operations.
2. Lessors of premises Rented/Leased to the Insured for occupancy for filming operations (except for long term leases).
3. Equipment rental companies, but only with respect to the maintenance, operation or use of the equipment by the Named Insured.

UNDER NO CIRCUMSTANCES SHOULD A CERTIFICATE BE ISSUED WITH RESPECT TO A SPECIAL EFFECTS COMPANY, PYROTECHNICS COMPANY, STUNT COORDINATORS , AIRCRAFT COMPANY (Including drones or UAV operators) OR SIMILAR TYPE OF ORGANIZATION WITHOUT PRIOR WRITTEN APPROVAL FROM OUR OFFICE. If Certificates are required for other than the above purposes, our office must provide said Certificates.

EQUIPMENT

Certificates can be issued to any party that has an insurable interest in the above noted properties.

A copy of all Certificates issued, **MUST** be the following email address: **certificates@frontrowinsurance.com** in a timely fashion. Any unused or spoiled Certificates must be returned at the end of the shoot.

If a certificate you issue with this form is rejected by a vendor, please do not hesitate to contact our office at the numbers below and we can help to provide a document that meets their requirements.

Should any other questions arise with respect to the issuing of Certificates or if your present supply should run low, please do not hesitate to contact our office.