



THE ORCHARD  
ALWAYS IN BLOOM

Please forward this on to your insurance agent for processing. Have your agent forward a copy to management via email: [admin-co@vestar.com](mailto:admin-co@vestar.com)

## Certificate of Insurance Requirements

A Certificate of Insurance is required according to your lease agreement at The Orchard Town Center. A complete and updated certificate must be on record at The Orchard Town Center Management Office. The following information is required on the certificate:

<b>Insured</b>	Name and address of business/organization
<b>Insurers Affording Coverage</b>	Insurer A: Name of insurance company providing coverage
<b>Type of Insurance</b>	Commercial General Liability and Comprehensive Automobile Liability Per Occurrence <i>Claims-Made coverage is not acceptable, unless it is Professional Liability coverage.</i>
<b>Policy Effective/Expiration</b>	Effective date must be at least the start date of the lease and/or when tenant/contractor takes possession of space.
<b>Limits</b>	Each Occurrence - \$1,000,000* General Aggregate - \$2,000,000* Workmen's Compensation – As required by applicable law
<i>*Limits may vary based on Lease, Agreement, or scope of work. Refer to your contract to ensure you are in compliance.</i>	
<b>Description of Operations</b>	<i>The following must be listed:</i>  <b>RE: The Orchard Town Center</b> <b>Additional Insured 1</b> Vestar Properties, Inc. 2415 E. Camelback Rd. Suite 100 Phoenix, AZ 85016  <b>Additional Insured 2</b> TPP Orchard Property LLC c/o TriGate Capital, LLC 1717 Main Street, Suite 2600 Dallas, Texas 75201
	Provide description as to why coverage is being provided.
<b>Certificate Holder</b>	TPP Orchard Property LLC c/o TriGate Capital, LLC 1717 Main Street, Suite 2600 Dallas, Texas 75201
<b>Cancellation and/or Non-Renewal</b>	Need at least thirty (30) days advance written notice
<b>Authorized Representative</b>	Must have signature to be valid

Please contact Ilima Lua-Lokan at 303-450-8610 or email at [ilua-lokan@vestar.com](mailto:ilua-lokan@vestar.com) if you have any questions.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

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 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).

<b>PRODUCER</b>  <i>COMPANY / BUSINESS SELLING INSURANCE ADDRESS HERE</i>	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, NO, EXT):</b>	<b>FAX (A/C, No):</b>
	<b>E-MAIL ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b>  <i>VENDOR NAME MUST MATCH W-9 AND CONTRACT Include DBA, if Applicable</i>	INSURER A: <i>Insurance Carrier</i>	xx xxxx
	INSURER B: <i>Insurance Carrier</i>	xx xxxx
	INSURER C:	xx xxxx
	INSURER D:	xx xxxx
	INSURER E:	xx xxxx
	INSURER F:	xx xxxx

### COVERAGES

### CERTIFICATE NUMBER:

### 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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<b>A</b>	<b>GENERAL LIABILITY</b>	<input checked="" type="checkbox"/>		xx xxxxxxxx	xx/xx/xxxx	xx/xx/xxxx	EACH OCCURRENCE \$ <b>1,000,000</b>
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>1,000,000</b>
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$
	<input type="checkbox"/> OWNERS & CONTRACTOR'S PROT CONTRACTUAL LIABILITY COVERAGE						PERSONAL & ADV INJURY \$ <b>1,000,000</b>
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ <b>2,000,000</b>
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ <b>2,000,000</b>
							\$
<b>B</b>	<b>AUTOMOBILE LIABILITY</b>			xx xxxxxxxx	xx/xx/xxxx	xx/xx/xxxx	COMBINED SINGLE LIMIT (Ea accident) \$
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> NON-OWNED AUTOS						\$
<b>C</b>	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR	<input type="checkbox"/>		xx xxxxxxxx	xx/xx/xxxx	xx/xx/xxxx	EACH OCCURRENCE \$
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						
<b>D</b>	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>		<input checked="" type="checkbox"/>	xx xxxxxxxx	xx/xx/xxxx	xx/xx/xxxx	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/ EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N						E.L. EACH ACCIDENT \$ <b>1,000,000</b>
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ <b>1,000,000</b>
							E.L. DISEASE - POLICY LIMIT \$

EXAMPLE

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

**TPP Orchard Property LLC c/o TriGate Capital, LLC, 1717 Main Street, Suite 2600 Dallas, Texas 75201 and Vestar Properties, Inc. Suite 100 Phoenix, AZ 85016** Thirty (30) days written notice of cancellation provided; ten (10) for non-payment.

### CERTIFICATE HOLDER

### CANCELLATION

**TPP Orchard Property LLC  
c/o Trigate Capital LLC  
1717 Main Street, Suite 2600  
Dallas, Texas 75201**

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  
**Signature Here**

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