



To: Tenants
From: Worth & Associates Property Management, LLC
Date: August 7, 2019
RE: Certificate of Liability Insurance

=====

Per the terms of the Lease Agreement section labeled “Insurance”, Worth & Associates requires that a current Certificate of Liability Insurance be kept on file for your company. Items that are required by the Landlord in your liability insurance certificate are:

- 1.) Tenant shall provide “all risk” property insurance on tenant’s business personal property, including removable trade fixtures and all additions and improvements made by the tenant located in the premises.
- 2.) Workers Compensation – statutory coverage including employers liability with minimum limits of \$500,000/\$500,000/\$500,000
- 3.) Commercial General Liability including but not limited to premises operations, products and completed operations, broad form property damage, contractual liability, and where the exposure exists, coverage for elevator, watercraft, blasting and explosions, blow out, cratering and underground blasting. The minimum limits shall be \$1,000,000 per occurrence /\$1,000,000 products and completed operations aggregate /\$2,000,000 general aggregate.
- 4.) Comprehensive automobile policy covering all owned, hired and non-owned vehicles with a minimum limit of \$1,000,000 combined single limit; and
- 5.) Commercial umbrella liability insurance with a minimum limit of \$1,000,000.

Please have your insurance carrier issue a Certificate of Insurance as soon as possible and email to jenniferr@worthsa.com or fax to (210) 822-5224. The certificate should read as follows:

Certificate Holder: The Heights Building, Ltd
c/o Worth & Associates Property Mgmt., LLC
7373 Broadway, Suite 201
San Antonio, Texas 78209

Additional Insured: The Heights Building, Ltd.
Worth & Associates Property Mgmt., LLC and
Worth & Associates, Ltd.

We appreciate your prompt attention to this matter. Please contact our office if you have any questions.