



Request For Evidence Of Property Insurance For A Condominium Or Townhome

TO COMPLETE AND SUBMIT YOUR REQUEST

- Step 1.** Download and save this document to your computer.
- Step 2.** Complete the document in its entirety. Remember that all spaces must be completed. If you don't have information to include on a line, write "N/A" or "none."
- Step 3.** Review information and click "Submit."
- Step 4.** An email should appear. If you wish to add any additional information, you may at this time.
- Step 5.** You will receive a confirmation email once your submission reaches the certificate department. If you do not receive confirmation, please contact ehoacerts@bch-insurance.com.

Date _____

Name of Condo/Townhome Association ** _____

Name of Property Management Company ** _____

INFORMATION REQUESTED BELOW IS WHAT WILL APPEAR IN THE EVIDENCE OF INSURANCE YOU WILL RECEIVE - PLEASE MAKE SURE YOUR REQUEST IS ACCURATE AND LEGIBLE. WE WILL NOT BE HELD RESPONSIBLE FOR INCORRECT INFORMATION PROVIDED ON THIS FORM.

Mortgage Clause (Name) ** _____

If Needed: ITS SUCCESSORS &/OR ASSIGNS ATIMA IF NOT NEEDED

Address ** _____

City** _____ State** _____ ZIP** _____

Unit Owner Name/Buyer **
As Required on Your Document _____

Property Address ** _____

City** _____ State** _____ ZIP** _____

Unit No** _____ Loan** _____

EMAIL TO: Title Company Mortgage Company Unit Owner

Attn ** _____ Phone** _____

Fax Number _____ Email Address _____

General Liability is Required

Flood is Required, Provide Building Number

Special Instructions/Other Items Required _____

Prefer Pen and Paper? You may also print this form, fill it out in its entirety, scan and email it to ehoacerts@bch-insurance.com. Or, fax to 713.456.2174.

SUBMIT