

**RE:** Certificate of Insurance

To whom this may concern:

Our insurance company has requested that we secure a certificate of insurance from all of our suppliers. In reviewing our files, we do not have a current certificate on file from your company. We have attached a sample of how the certificate should be completed.

Please furnish us with a current certificate of insurance, which should include the following:

1. Broad form vendor's coverage. **Drug Plastics and Glass Co., Inc. Et Al** must be named as additional insured with respect to products liability/vendors coverage. This verbiage must be detailed in the Description of Operations box on the certificate.
2. Commercial general liability coverage, including products liability coverage with a minimum limit of \$1,000,000 per occurrence, \$2,000,000 aggregate for bodily injury and property damage.
3. Business automobile liability, should include at a minimum non-owned and hired autos with a combined single limit of \$1,000,000.
4. Umbrella liability coverage in the amount of \$5,000,000.
5. Evidence of worker's compensation insurance meeting a minimum of the States' statutory employer's liability limits.
6. If applicable, Professional Liability coverage with a minimum limit of \$1,000,000 per occurrence. Policy details must be listed in the Other box below all other coverages.
7. Thirty days advance written notice of any material change in coverage or in the event of cancellation.

We would appreciate you forwarding the certificate of insurance to us at your earliest convenience to [dpgaccountspayable@drugplastics.com](mailto:dpgaccountspayable@drugplastics.com). Failure to provide the certificate for current policies as well as renewals could result in our decision to purchase from an alternate supplier.

We thank you in advance for your cooperation in this matter.