



UNDERSTAND. SERVICE. INNOVATE.

2018-2019 Policy Term

Dear Castle Ridge Condominium Association Resident:

We are pleased that your Board of Directors has selected USI Insurance Services to provide your Association's master insurance policy.

We have customized an insurance program to meet your Association's needs. This program includes Property Coverage, Association Liability, Directors and Officers Liability, Fidelity Bond Coverage and Workers Compensation. We have highlighted below the property portion of your Association's program to assist you in purchasing your own homeowners insurance.

Your Association's buildings are insured on an Extended Replacement Cost form, against "special risk" of physical loss (subject to policy limitations and standard exclusions) through Greater New York under policy number 1129D27239 which is effective 5/18/18-5/18/19. The basic policy deductible is \$2,500. This applies to each loss including water damage.

**Coverage is written on a Bare Walls basis. The Scope of Coverage includes the structure of the building up to unfinished surfaces of the original or repaired walls, floors, or ceilings. The Association does not include coverage for the improvements or betterments made to the interior of the unit nor does it provide coverage for the personal belongings brought into the units by the individual owners.**

As a service to your association, the basic coverages outlined above should be helpful to you in designing your personal insurance program; as a unit owner there are additional coverages you may want to consider. You should share this association coverage information with your insurance broker or call us at 732-349-2100 if you would like to hear more. We will be glad to answer any questions you may have regarding the Association's coverage; please contact us at 732-908-5573 to speak with the Account Manager.

In addition, if you receive a letter or phone call from your mortgage company asking for information about the insurance coverage on your unit, please contact EOI Direct and they will provide them with the documentation they need.



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This is a coverage summary, not a legal contract. This summary is provided to assist in your understanding of your insurance program. Please refer to the actual policies for specific terms, conditions, limitations and exclusions that will govern in the event of a loss. Specimen copies of all policies are available for review prior to the binding of coverage.

Sincerely,

*Pamela Rosanio*

Pamela Jean Rosanio  
Account Manager  
pam.rosanio@usi.com  
732 349-2100

If you get a request from your mortgage company for an Evidence of Insurance, please contact EOI Direct for issuance:



Phone: 877-456-3643

Hours: 9am – 8pm EST

Website: [www.eoidirect.com](http://www.eoidirect.com)

Hours: 24/7

**The following information will be needed:**

- Association Name
- Unit Owner Name/Purchaser Name
- Address of Unit
- Mortgage/Lender Name and Address (Mortgagee Clause)
- Loan Number
- Name and Fax, E-Mail, or Mailing Address of Recipient

**How to obtain through EOIDirect.com:**

- Register by setting up with an email and password – this allows future access and easier issuance in following years
- Select evidence of insurance
- Enter the name of the community and NJ for the state
- Select the community
- Select appropriate type depending on reason for request and enter their information and bank information along with any special instructions
  - New Certificate – new purchase, refinance, line of credit, or as part of a loan modification program
  - Renewal – existing loan, received letter from bank
  - Service Transfer – existing loan sold from one institution to another
  - Information Only – generic summary; borrower, lender, and some policy information is not listed

If you wish to receive a copy of the renewal evidence, please use your personal email address; you can then forward to your bank. If you wish to have the evidence sent directly to your bank, please use the bank's email address or fax number.

*This service is free to all residents requesting renewals be sent to their existing banks.*

*EOI Direct does charge a one-time service fee for issuance of Evidences on New Loans Only (New Purchase, Re-Finance, Etc.)*

**Thank you!**

