

FOR U.S. ROTARY CLUB AND DISTRICT MEMBER USE ONLY
Certificate of Insurance Instructions

Step 1: Click on the link below to the Certificate of Insurance PDF document (shown below):
http://www.rotary.org/Rldocuments/en_pdf/gli_certificate_en.pdf

ACORD - CERTIFICATE OF LIABILITY INSURANCE

PRODUCER: LOCKTON COMPANIES, LLC
 525 W. Monroe, Suite 600
 CHICAGO IL 60661
 (312) 669-6900

INSURED: All Active US Rotary Clubs & Districts
 Aflac Risk Management Department
 1950 Sherman Ave.
 Evanston IL 60201-9698

INSURERS AFFORDING COVERAGE:
 INSURER A: American Home Assurance Company
 INSURER B: Illinois National Insurance Company

INSURANCE	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY	GL7218113	7/1/2007	7/1/2008	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				FIRE DAMAGE (Any one fire) \$ 1,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY	GL7218113	7/1/2007	7/1/2008	COMBINED SINGLE LIMIT (See schedule) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO				BODILY INJURY (Per person) \$ XXXXXXXX
B	<input checked="" type="checkbox"/> EXCESS LIABILITY	BE 7235491	7/1/2007	7/1/2008	EACH OCCURRENCE \$ 5,000,000
	<input checked="" type="checkbox"/> OCCUR				AGGREGATE \$ 5,000,000

CERTIFICATE HOLDER IN THIS BLOCK:
 REQUESTOR'S NAME
 STREET ADDRESS
 CITY, STATE, ZIP CODE

CANCELLATION:
 SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

Step 2: Enter the date in the box above.

Step 3: Enter the requestor's name and address in the "Certificate Holder" box identified above.

Note: (1) **Certificate Holder/Requestor** is the entity that has requested proof of insurance from your club or district.

(2) **Additional Insured** wording is standard in the description block of the certificate.

Step 4: Select "Print" from your tool bar or menu, or click on the "Print Form" button. The certificate of insurance will be sent directly to the printer you select.

***You will not be able to save changes made to this document to your computer unless you have Adobe Acrobat Writer.

Step 5: Make a copy of the certificate of insurance for your club's or district's records.

If you need assistance, please contact Lockton at (800) 921-3172 from 8:30 am – 4:30 pm CT, Monday-Friday, or e-mail rotary@lockton.com.