

USA Multifamily Management Insurance Requirements

The image below outlines our required insurance limits based on the category of work performed. For a list of categories, please see the next page.

| Insurance Code | Sample Description (You can label this anything) | Commercial General Liability | | | | Umbrella OR Excess | | Automobile | | | | Workers Comp Per Statute | Employer Liability Limits | | | Professional Liability | |
|----------------|-----------------------------------------------------|------------------------------|--------------------------------------|--------------|-------------------------------------------|--------------------|--------------|---------------------------------------|------------------------------------|------------------------------|--------------------------------|-----------------------------|---------------------------|-----------------------|----------------------|---------------------------|--------------|
| | | Each Occurrence | Personal Injury / Advertising Injury | GL Aggregate | Products & Completed Operations Aggregate | Each Occurrence | Aggregate | CSL | Split Limits (Commercial/Personal) | | | | Each Accident | Disease-Each Employee | Disease-Policy Limit | Per Claim/Each occurrence | Aggregate |
| | | | | | | | | Combined Single Limit (Each Accident) | Bodily Injury (per person) | Bodily Injury (per accident) | Property Damage (Per accident) | | | | | | |
| A | (Consultants) | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | Per Statute must be marked | \$ 500,000 | \$ 500,000 | \$500,000 | \$ 5,000,000 | \$ 5,000,000 |
| B | (Design Build) | \$ 2,000,000 | N/A | \$ 2,000,000 | \$ 2,000,000 | \$ 3,000,000 | \$ 3,000,000 | \$ 1,000,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 | Per Statute must be marked | \$ 500,000 | \$ 500,000 | \$500,000 | \$ 5,000,000 | \$ 5,000,000 |
| C | (Tier I) | \$ 1,000,000 | \$ 1,000,000 | \$ 2,000,000 | \$ 2,000,000 | \$ 3,000,000 | \$ 3,000,000 | \$ 1,000,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 | Per Statute must be marked | \$ 500,000 | \$ 500,000 | \$500,000 | N/A | N/A |
| D | (Tier II) | \$ 1,000,000 | \$ 1,000,000 | \$ 2,000,000 | \$ 2,000,000 | N/A | N/A | \$ 1,000,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 | Per Statute must be marked | \$ 500,000 | \$ 500,000 | \$500,000 | N/A | N/A |
| E | (Tier III) | \$ 1,000,000 | \$ 1,000,000 | \$ 2,000,000 | \$ 2,000,000 | N/A | N/A | \$ 500,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 | Per Statute must be marked | \$ 500,000 | \$ 500,000 | \$500,000 | N/A | N/A |

Note: All insurance policies require a Waiver of Subrogation.

| Term | Definition |
|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Commercial General Liability | Standard commercial general insurance liability policy. |
| Umbrella or Excess | Additional liability coverage required due to the level of risk. This is in addition to any general liability limits and are not aggregate, meaning excess general liability will not reduce umbrella/excess coverage requirements. |
| Automobile | |
| Workers Comp/Employer Liability Limits | Required workers compensation insurance. If you are a sole owner/operator and are exempt, you will need to confirm this exemption. |
| Professional Liability | Required only for designers or design build projects. |
| Waiver of Subrogation | An endorsement that prohibits an insurance carrier from recovering the money they paid on a claim from a negligent third party. |
| Additional Insured | Please make sure your broker has included the following verbiage under <i>Certificate Holder</i> . USA Multifamily Management, Inc. c/o VendorShield PO Box 55071 PMB 34943 Boston, MA 02205-5071 |

Vendor Categories

The list below includes our vendor category, the insurance code to help you identify required limits, and whether a professional license is required.

| Category | Ins. Code | License (Y/N) |
|-------------------------------------------------------|-----------|---------------|
| Appliances | D | N |
| Architect | A | Y |
| Cabinets | D | N |
| Cable | D | N |
| Carports | D | N |
| Civil | A | Y |
| Cleaning Services | E | N |
| Concrete | C | N |
| Concrete/Soils | A | N |
| Countertops/Tubs | D | N |
| Draperies | D | N |
| Drywall | C | N |
| Electrical | C | Y |
| Elevator | C | Y |
| Energy Efficiency Contractor | C | Y |
| Environmental (mold, biohazard, asbestos remediation) | C | Y |
| Equipment | D | N |
| Finish Carpentry | D | N |
| Fire Alarm (Design) | B | N |
| Fire Alarm (Repair and Maint) | D | N |
| Fire Protection | B | N |
| Fire Sprinklers | C | N |
| Fireplace | D | N |
| Fitness Equipment | E | N |
| Flooring | D | N |
| Furniture Rental | E | N |
| General Contractor | C | Y |
| Grading | C | N |
| Gypcrete | D | N |
| Human Directional | E | N |
| HVAC | C | Y |
| Inspection Services (i.e. back flows, etc.) | E | Y |
| Insulation | D | N |

| Category | Ins. Code | License (Y/N) |
|---------------------------------------|-----------|---------------|
| Joint Trench | C | N |
| Landscape | D | N |
| Locksmith | E | N |
| Low Voltage | D | N |
| Masonry | D | N |
| MEP | A | Y |
| Paint | D | N |
| Pavement | C | N |
| Pest Control | D | Y |
| Phone | D | N |
| Plumbing | C | Y |
| Pool and Spa (design build) | B | N |
| Pool Equipment | D | N |
| Pool Service | E | N |
| Roofing | C | Y |
| Rough Carpentry | C | N |
| Security incl. monitoring and patrol | D | N |
| Sewer | C | N |
| Sheet Metal | D | N |
| Signage | D | N |
| Soil Stabilization | C | N |
| Stairs | B | N |
| Stairs/Rails/Iron Fence/Gates/Garages | C | N |
| Staking/Surveying | A | Y |
| Storm | C | N |
| Stucco | C | N |
| SWPPP | D | Y |
| Termite Treatment | C | Y |
| Testing | A | Y |
| Tot-Lot | D | N |
| Trash Chute Repair | C | N |
| Underground Utilities | C | Y |
| Waste Management | D | N |
| Water | C | N |
| Water Protection | D | N |
| Windows | C | N |