



# COI Requirement for Move Masters Non-Military/COD Program

## What is a COI and why is it required?

- A COI is a document that shows proof of insurance coverage for a moving company.
- A COI typically includes information such as the name and contact details of the insured, the name and contact details of the insurer, the policy number, the effective and expiration dates, the types and limits of coverage, and any additional insureds or endorsements.
- A COI is required by Move Masters to ensure that the moving company has adequate liability and cargo insurance to protect the customers' belongings and the Move Masters reputation in case of any damage, loss, or injury during the move.
- A COI also protects the moving company from any potential claims or lawsuits that may arise from the move.

## How to provide Move Masters with a COI naming it as an additional insured?

To provide Move Masters with a COI naming it as an additional insured, the moving company must contact its insurance agent or company and request a COI that meets the following criteria:

- Certificate holder:  
Move Masters, LLC  
8445 Western Way  
Jacksonville, FL 32256
- The COI must list Move Masters, LLC as an additional insured under the commercial general liability and auto liability sections of the policy and include endorsements CG 20 26 07 and CA 20 49 02 respectively.
- The COI must have a minimum of \$1,000,000 per occurrence and \$2,000,000 aggregate for commercial general liability coverage, and a minimum of \$1,000,000 for auto liability coverage.
- The COI must have a minimum of \$100,000 for cargo coverage per shipment.
- The COI must have a 30-day notice of cancellation clause, which means that the insurer must notify Move Masters in writing at least 30 days before canceling or modifying the policy.
- The COI must be signed and dated by the authorized representative of the insurer.
- The COI must be sent to Move Masters by email at [coi@movemasters.com](mailto:coi@movemasters.com).
- The COI must be received and approved by Move Masters before the moving company can participate in the Move Masters Non-Military/COD Program.