

Cottages of Oak Springs
Cottages of Oak Springs Limited Partnership
1900 Woodgate Drive
Waco, Texas 76712
Phone: (254) 666-2636

Dear Valued Vendor,

After reviewing our records, we discovered the certificate of liability insurance on file for your business has expired. We would like to request a current certificate of liability insurance. Cottages of Oak Springs requires that the “description of operations” and “certificate holder” areas of the certificate be completed as follows:

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES /

Cottages of Oak Springs
1900 Woodgate Drive
Waco, Texas 76712

CERTIFICATE HOLDER

Cottages of Oak Springs Limited Partnership
1900 Woodgate Drive
Waco, Texas 76712

The minimum general liability and worker’s compensation coverage is \$1,000,000 per occurrence and accident.

If you have any questions regarding our request for an updated certificate of liability insurance then please call our leasing office at (254) 666-2636 and ask to speak with the property manager. We appreciate your assistance as it relates to our request.

Thank you,

Property Manager