

## Certificate of Insurance

Actual Date of Request

Date of request

certificate request to [acs.canada@aon.ca](mailto:acs.canada@aon.ca)

### Requester information

Name of PSO

Named insured

Address 145 Pacific Avenue, Win

Specific Name of person  
requesting for COI

Requestor name

*Specify requestor names*

Email address of the requestor  
where COI will be sent

Email

### Certificate holder information (third party)

Please issue evidence of insurance based on the following information:

☐ Renewable (ongoing) ☐ Non-renewable (one-time use)

☐ New certificate ☐ Amendment to certificate ref no.

Is this COI requested every year or  
is it for one-time use? Is it a new  
certificate or just an amendment to  
what was previously requested

Certificate holder name

Address

City

Prov./state

Postal/zip code

Email

Fax No.

Enter Certificate Holder  
Name, Address, Email,  
and Fax No (If Applicable)

*Note: Please attach copy of request from your customer, vendor, supplier, etc., if available*

### Insurance coverage requested

Coverage	Limits required
<input type="checkbox"/> Commercial General liability	\$
<input type="checkbox"/> Tenant's Legal Liability	\$
<input type="checkbox"/> Property	\$
<input type="checkbox"/> Other	\$ Please specify coverage and limits
<input type="checkbox"/> Notice of cancellation	\$ days

Choose Insurance Coverage  
requested and enter the  
specific limit. If Notice of  
Cancellation is required, fill in  
how many days

### Additional insureds/interests (check all that apply)

☐ Additional insured (must be required by written and signed contract)

☐ Same as holder name ☐ Loss payee

Please list other additional insured(s) if required

Enter the Name of the  
Additional Insured or Loss  
Payee Required

Description/event details/reference/special instructions or requests

What are we referencing this  
COI for?

### Distribution

Certificates will be emailed to requestor unless otherwise specified.

Xpress client ID (to be filled by Aon) 32321000328

If you need a rush certificate, please contact your account team. Aon will endeavour to deliver all certificates in 24 – 48 hours to the requestor names above.