



Lease Number: _____

INSURANCE REQUIREMENT FOR LEASES

As a requirement of your lease, you are required to name New Equipment Leasing, Inc. as additional named insured on your **commercial** liability policy that will cover the item(s) you’re leasing and as loss payable on the **commercial** property policy that has special form coverage & will cover your leased item(s) for fire, theft, damage, etc.

- **For seasonal items**, you will need to have us listed as additional named insured on **all** liability policies that will cover the item(s) while both in use & being stored to properly insure them.
- If the name on your policy **doesn’t** match the name on your lease, please check with your agent to make sure you will have coverage to meet the insurance requirements of your lease.
- **For mobile items** (i.e. catering equipment, lawn mowers, any items operated off site, etc.), you will need a mobile equipment policy (i.e. contractor’s equipment, equipment floater, inland marine, etc.) to properly insure them.
- **To ensure we receive your documentation**, please do not fax it. Submit this document to Beth Moore via email to bmoore@nelinc.com
- If we do not receive this document **within 7 days** of signing the lease documents, you may be subject to a monthly fee equal to 1% of your original equipment cost. This amount will be deducted from your bank account along with your monthly payment if your lease(s) is/are set up for EFT withdrawal.

Please type or legibly print the information below.

Liability Insurance Agent:	Property Insurance Agent (Leave blank if same):
Policyholder’s Name:	Policyholder’s Name:
Policy Number:	Policy Number:
Agent Phone:	Agent Phone:
Agent Email:	Agent Email:
Address Where Equipment Will Be Kept:	Address Where Equipment Will Be Kept:

I have read the insurance requirement section of my lease and agree to have my insurance agent provide New Equipment Leasing, Inc. with a certificate(s) of insurance that meets the insurance requirements of my lease.

Signed _____ Title _____ Date _____