



TMK Risk Management Inc. dba
Kallman Insurance Agency

P. O. Box 266736 • Weston, FL 33326
 Phone 954.389.5897 • Fax 954.389.6661
 www.tmkrisk.com

Instructions			
Complete and return this form by fax along with a copy of the certificate/insurance requirements from the organization requesting the certificate (if applicable) to:			
Kallman Insurance Agency Address: P.O. Box 266736 Weston, FL 33326 Facsimile: 954-389-6661			
The certificate will be issued within 24-48 hours. Special requests may take longer to process. Questions? Call Kallman Insurance Agency at 954-389-5897 (8:30 am-5:00 pm Mon- Fri, Eastern Standard Time)			
Contact Information			
Contact Name		Phone Number	
		Fax Number	
Certificate Holder Information (What entity is requesting proof of insurance?)			
Entity Name			
Address			
Contact			
Additional Insured Information			
Is the certificate holder requesting additional insured status? <input type="checkbox"/> No <input type="checkbox"/> Yes			
If yes, why is the certificate holder requesting additional insured status? They are:			
<input type="checkbox"/> the site owner	<input type="checkbox"/> a municipality	<input type="checkbox"/> A vendor	
<input type="checkbox"/> the lessor of equipment/personal property	<input type="checkbox"/> Other (please explain _____)		
Description/Reason for Certificate			
Name (if applicable)		Date(s) (if applicable)	
Location-City and State (if applicable)			
Brief Description			
Distribution of the Certificate			
Send an original certificate to	<input type="checkbox"/> Certificate Holder	<input type="checkbox"/> by mail	<input type="checkbox"/> by facsimile (number: _____) <input type="checkbox"/> by e-mail: (_____ @ _____)
	<input type="checkbox"/> Insured	<input type="checkbox"/> by mail	<input type="checkbox"/> by facsimile (number: _____) <input type="checkbox"/> by e-mail: (_____ @ _____)
	<input type="checkbox"/> Other	<input type="checkbox"/> by mail	<input type="checkbox"/> by facsimile (number: _____) <input type="checkbox"/> by e-mail: (_____ @ _____)
Other Information			
Remarks or other instructions			
Date Needed		Today's Date	

World Class Service From Your Home Town Agency

