

Insurance Tidbits

Be sure to put the Insurance Resolution which was mailed to you in June 2008 with your other important CPC documents:

1. Master Deed (1986)
2. Bylaws of the Trust (1986)
3. Collection Resolution (1996)
4. Leasing Resolution (1997)
5. Rules & Regulations (1998)
6. Satellite Dish Resolution (1999)

The Chapman Place Master Insurance Policy has a \$ 10,000 per occurrence deductible. Losses not exceeding this deductible are the responsibility of the unit owner. It is, therefore, important that you be sure your homeowner's policy (HO-6) provides adequate coverage to meet any deductible obligation you might have. Your coverage should also include the "unit owner special coverage A" endorsement (Form HO-1732). If you have any questions regarding insurance, you may contact Rodman Insurance at www.rodmanins.com.

In addition to notifying the office in writing of any improvements to your unit in excess of \$ 1000, it is recommended that you take an inventory of your personal possessions, certainly those of substantial value. Using a camera, video, or inventory software will make the task much easier! Even taking an overview photo of each room from different angles will help.

Be sure to have multiple copies of this inventory in a safe place such as with a family member and your insurance agent. It is recommended to document:

- a. Item description and quantity
- b. Manufacturer or brand name
- c. Model and serial number
- d. Date of purchase or age of item
- e. Receipt or other proof of purchase showing cost
- f. Current value or replacement cost
- g. Photocopy of appraisals