



IMPORTANT INSURANCE INFORMATION *Bella Terra Condominium Association*

Policy Term:

Agent:

Email:

Phone:

Our agency and Farmers Insurance is pleased to insure your Condominium Association.

Cox Insurance Services is one of the largest Business Insurance agencies in Arizona for Farmers Insurance. This distinction gives our customers many advantages. We've been providing Business and Personal Insurance Services since 1989.

Master Condominium Policy Coverages with Farmers Insurance

Direct physical loss coverage is provided for all units and includes all separate structures owned by the association in the amount of \$ _____, and is subject to a \$ _____, deductible per occurrence. Our policy for the Condominium complex covers the buildings, carports and garages, Association offices, clubhouse, interior or the unit, and exercise facilities. The master Condo Association policy insured through Farmers Insurance **does not cover** personal property of each condo owner - including property such as furniture, personal items, clothing, and jewelry. This is not a maintenance policy- normal wear and tear is not covered.

The Master Association policy also provides for **General Liability** in the amount of \$ _____ and Medical payments for covered claims, occurrences and accidents on community property. Personal Liability is also excluded on the master policy.

Directors and Officers Coverage is provided for the Association in the amount of \$ _____.

This coverage protects the board for the cost of defense and claims arising from the lawsuits alleging that the directors had failed to properly perform their required duties.

The **Employee Dishonestly/Crime/Fidelity Coverage** is provided for the Association in the amount of \$ _____. This coverage protects against fraudulent or dishonest acts by the persons named in the policy, Property Management Company, and the Board of Directors. This coverage does not pertain to mysterious disappearance, burglary or thefts by outside parties, ordinary mismanagement of funds or overspending.



What a Unit Owner Needs COVERAGES FOR YOUR PERSONAL INSURANCE

The Master Condo Association Policy insured through Farmers Insurance does not cover personal property of each condo owner—including improvements and betterments, personal property such as furniture, personal items, clothing, or jewelry.

Review your individual Condominium Policy annually

Condominium owners need to purchase a separate Condominium Homeowners policy. Farmers Insurance offers the most up to date policy form available. We recommend that you review your individual condominium policy annually. Our agency can review the coverages of your condo policy to see if there are any “gaps” or deficiencies in your coverage.

The Master Condo Association Policy provides property coverage for fire, theft and vandalism. This policy will cover the individual units; however, there may be some exclusions.

The Most Important Condo Owners Policy Coverages

Personal Liability—Pays damages which you are legally obligated to pay because of bodily injury or property damage resulting from an occurrence. It is recommended to carry a minimum of \$100,000 of liability coverage.

Personal Property—Improvements and items such as furniture, clothes, dishes, appliances, computers, etc.

Loss of Use—Helps with necessary increase of living expense if you cannot stay in the condo due to a covered loss.

Guest Medical—Will pay reasonable charges for medical, surgical, x-ray, dental, etc. resulting from an occurrence on your property.

Loss Assessment—Pays for losses in common area of the Association which could result in a special assessment to all unit owners equally.

Farmers offers other essential coverages to fill the gaps that many regular Condo policies have. We'd be happy to review these coverages with you.

For example, if you have a fire that starts from your unit, what is your liability?

Call us and we can review your current Condo Homeowners policy.

You can save up to 25% if we insure your Autos and Life insurance.



CONDOMINIUM OWNER

Safety Tips

Homeowner Association residents may help reduce property damage and personal injury by following these tips.

Smoke and Heat Detectors

Smoke and heat detectors save lives. Properly installed and maintained alarms are essential to making your home safer. Consider the following tips and always read and follow manufacturer's instructions:

- Install units in each bedroom, near sleeping areas and on every level including the basement
- Replace units every 10 years (from date of manufacture)
- Test units monthly
- Replace batteries annually**

Carbon Monoxide Alarms**

Carbon Monoxide (CO) is a colorless and odorless gas produced when natural gas, oil, kerosene, wood or charcoal is burned. Several states require CO detectors. Always follow manufacturer's instructions and consider these tips:

- Install units in central locations, near sleeping areas and areas required by local laws
- Replace at intervals stated in manufacturer's instructions
- Test units monthly
- Replace batteries annually

Fire Extinguishers*

Portable fire extinguishers help save lives and property by containing a small fire until the fire department arrives. Select a multi-purpose extinguisher which can be used on all types of fires:

- Install extinguishers in the path of an exit
- Evacuate all occupants and call fire department immediately
- Use extinguisher only when safe to do so and when fire is contained to small area
- Inspect and replace extinguishers as recommended by manufacturer

Chimney Cleaning*

Heating equipment is a leading cause of home fires. Chimneys can collect fuel which can be out of sight and dangerous. Regular maintenance of fireplaces should offer safe and welcoming warmth.

Consider the following:

- Have a certified chimney sweep inspect chimneys annually and clean as necessary
- Keep anything which can burn 3 feet away
- Allow ashes to completely cool before disposing into a covered metal container
- Install and maintain Carbon Monoxide (CO) detectors and a fire extinguisher

This document is for informational purposes only. Always follow manufacturer recommendations.

*US Fire Administration

**US Fire Administration (USFA) and Consumer Product Safety Commission

Grills & Heaters & Fire Pits

The USFA advises patios, terraces, screened-in porches and courtyards are leading home locations for grill fires.* Other open-flame devices also cause fires.

Precautions should be taken including:

- Don't use open flame devices or appliances within 10 feet of combustible construction or materials
- Consider small electric grills as an alternative
- Designate a common area, clear of combustibles and vegetation, for grilling
- Don't store propane, charcoal or lighter fluid indoors or on balconies or patios

Kitchen Stove Anti-Tip Devices

Most stove owners haven't heard of Anti-Tip brackets. The American National Standards Institute (ANSI) and Underwriters Laboratories (UL) created standards that require all ranges manufactured after 1991 to be capable of remaining stable while supporting 250 pounds of weight on their open doors. Manufacturers' instructions, require that anti-tip brackets provided be installed. These brackets prevent a stove from tipping if downward weight or pressure is applied to an open door.

Check for Anti-Tip device:

- Remove items from stove-top and oven
- Shine a flashlight under and behind stove
- Look for small bracket on floor or wall which is attached to rear of stove
- Always contact an authorized appliance technician to confirm installation or to install a device

Interior Water Damage

Catching a small leak early, knowing the location of water main shut off valve and regular inspections are important and may help prevent costly water damage.

Consider the following tips:

- Maintain water heaters as recommended by manufacturer
- Inspect water supply lines on all appliances and fixtures every 6 months
- Change washing machine hoses (steel braided preferred) at least every 3-4 years
- Protect pipes from freezing by insulating them and keeping heat turned on

For additional information on these topics and other loss control material, register at www.mysafetypoint.com. This site is provided for Business Insurance Policyholders to provide on-line safety resources.