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ASSOCIATION MASTER POLICY INSURANCE
Please review with your insurance agent.

Greensboro Square Condominium Owners Association
09-30-2020 to 09-30-2021

Your Association Board of Directors has elected to renew the Association's master insurance policy with American Family and my agency, effective September 30th, 2021.

Note: If your unit is a rental you will need to make sure your policy is set up as a landlord policy covering your exposure. A standard HO6 homeowner's policy will not cover your unit should a claim occur. Failure to set the policy up properly will expose you to the \$25,000 deductible should a claim arise.

There are three terms that need to be explained for you to understand your exposure.

Association deductible. The Association deductible is \$25,000 per occurrence, with a 5% wind/hail per building deductible. The per occurrence applies to all non-wind/hail claims just as it has in the past. The deductible is the amount a claim must exceed before the Associations insurance carrier will pay for additional loss costs. In the event the loss is limited to your unit, for example a stove fire, the entire deductible is your responsibility individually.

The 5% Wind/hail per building deductible. This deductible is applied to all wind/hail claims incurred by the association. In the event the Association has a wind/hail claim each owner would receive a loss assessment billing from the association for their share of the deductible. This document you would use to file a loss assessment claim with your personal insurance carrier. **Please make sure your agent knows of this deductible so they may set up your policy correctly.**

Loss Assessment. Loss assessment is the process whereby the association will assess the deductible for a claim to owner's or an owner for a claim to your unit or to the association as a whole in the event of a storm claim. ***We recommend you carry \$25,000 in loss assessment coverage.***

Sudden and Accidental Loss. Your Association insurance covers damage from a sudden and accidental loss, such as but not limited to fire, water or wind/hail. Losses such as seepage, condensation, leakage of water, moisture, vapor and mold that have occurred over a period of time fall beyond the scope of the Association coverage, as well as any personal or commercial coverage.

Building Coverage

The Association master policy provides “all in” coverage for the building/dwelling portion of the coverage. Additions or upgrades to property from original base build. I.e. Upgraded carpets, upgraded kitchen cabinets, permanently installed audio video center, bar area, or added enclosed porch, or finished basement for example, **are covered.**

Coverage is not provided for:

- All movable contents such as clothing, appliances (not permanently installed), furniture. Etc.

A good visual would be, if you tip your unit upside down anything that would fall out would be your responsibility to cover with your personal policy.

Personal Property Coverage

It is very important to understand that your personal belongings are not covered by the association’s insurance. By evaluating the value of your belongings accurately you can properly protect yourself. If the amount you elect is not adequate, you do expose yourself to not having full replacement of your belongings. Consult with your insurance agent on this topic as he/she will be able to guide you properly in setting this amount.

Summary: Please call your insurance carrier and review this letter with them. Make sure their policy will cover loss assessments for wind/hail. If they do cover this occurrence and you carry the standard \$25,000 loss assessment coverage on your policy, you are all set. If the carrier does not cover this type of loss assessment claim seek out a different carrier immediately. Some carriers do not follow industry standards. Please feel free to give us a call and we can assist you with coverage through American Family.

Claim Procedure

If you incur a claim to your unit contact your personal insurance carrier immediately. Then contact Sonja Spohnholtz at Gassen Company at 952-922-5575. Gassen Company will then contact my office and the Board of Directors. **Filing a Master Policy claim is approved only by the Board of Directors through the Management Company.** Your claim repairs must exceed the \$25,000 Master Policy deductible before a claim will be filed. It is your responsibility to obtain coverage for this coverage deductible and failing to do so will result in you personally being responsible for the exposure.

Certificate of Insurance

Your lender from time to time will request a master policy certificate of insurance. Do not contact Gassen Management as my office handles this for you. Forward the request either by fax, email or phone and we will generate the signed document for you. We will then fax it to your lender and mail or email you the original for your records. If you have any questions please call my office at, 952 224 2992 or fax to 952 224 2993.

If you have any further questions regarding coverage’s, please do not hesitate to call my office.

We would appreciate the opportunity to provide you a quote for your insurances. When one carrier insures both the Association and the owner it can greatly simplify your claim process.

Our coverages and rates are excellent.

**Thank you,
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