



REAL ESTATE SERVICES, INC.

# Insurance Certificate Request

General processing time is 1-3 days

What type of certificate do you need?

Master/Hazard  Flood  Both

Purpose of request

Unit Purchase / Refinance

Renewal of Master / Hazard Certificate

## Requestor Information

Name	Phone Number
Email	Complex
Unit Owner Name(s) as appears on mortgage certificate (including middle names or initials)	
Unit Address	
City/State	Zip Code

## Mortgage Information

Bank or Mortgage Company full name	Bank Address
City/State	Zip Code

## Secondary Mortgage Information (if applicable)

Bank or Mortgage Company full name	Bank Address
City/State	Zip Code

## Certificate Recipient and Delivery Instructions

Who is receiving the certificate?

Bank  Attorney  Unit Owner  Other: \_\_\_\_\_

Send by:

Fax: \_\_\_\_\_  Email: \_\_\_\_\_  Mail: \_\_\_\_\_

Additional comments and instructions: \_\_\_\_\_