



WHAT IS A CERTIFICATE OF INSURANCE (COI)?

A COI is also known as “Proof of Insurance” and must be requested from the agent that wrote the coverage for you. In this case, Lifeway is only asking for “PROOF” of **Commercial General Liability** insurance from the church. The COI should be emailed directly to Lifeway at CampsCOI@lifeway.com

WHAT IS **NOT** A COI?

Please do not send your Policy, Declarations Page from the Policy, ID cards or insurance invoices.

WHY ARE WE ASKING FOR A COI?

Lifeway is only responsible for campers while engaging in a Lifeway “sponsored activity”. The church is responsible for the campers all other times such as, but not limited to, dorm time, eating out at restaurants and other activities provided by the church.

Lifeway Christian Resources will require each church attending a Lifeway camp (FUGE, CentriKid, Student Life, SL4Kids) for 2022 to provide a Certificate of Insurance (COI) for Commercial General Liability Insurance with at least \$1M limits per occurrence.

If you do not have insurance or have any other questions, please call Michele Manning at 615-251-3860.

WHERE DO YOU GET A COI?

You will need to contact your insurance agent and request the COI to be sent directly to CampsCOI@lifeway.com. You may share this sheet with the agent to ensure that all the required information is provided. If questions arise, please call Michele Manning at 615-251-3860.

The Following defines the required boxes on the attached example of the COI.

1. Disclaimer: A statement explaining the COI and intended use of information.
2. Producer: The broker or agent representing the church.
3. Insured: You, the church
4. Name of insurance carrier providing Commercial General Liability insurance to you.
5. Coverage: Description of the specific Commercial General Liability policy.
6. Description of Operations: Provide the brand of the camp, such as FUGE, SL, CentriKid or SL4kids, Location of the camp and camp dates.
7. Certificate Holder: Must be listed as Lifeway Christian Resources, One Lifeway Plaza, Nashville, TN 37234. DO NOT list the location of the camp as the Certificate Holder.
8. An explanation of cancellation notification requirements for the insurance company.
9. Authorized Signature of agent or equivalent.
10. Email the COI to CampsCOI@lifeway.com.