JULIO CERDA CHAIR MISSION

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TEXAS STATE BOARD OF PLUMBING EXAMINERS Lisa G. Hill, Executive Director 929 EAST 41ST ST, PO BOX 4200, AUSTIN, TX 78765-4200 TEL: (800) 845-6584 (512) 936-5200 FAX: (512) 450-0637 www.tsbpe.texas.gov E-mail address: info@tsbpe.texas.gov DAVID ANTHONY GARZA MEMBER SAN BENITO

MILTON R. GUTIERREZ MEMBER FORT WORTH

ROBERT F. JALNOS MEMBER SAN ANTONIO

EDWARD THOMPSON MEMBER TYLER

Dear Insurance Provider/ Plumbing Contractor:

Please make a note of the correct address for the submittal of insurance certificates. The certificates must be sent to: **insurance@tsbpe.texas.gov**.

So that we may provide the best service possible, we ask that you submit certificates directly to the <u>insurance@tsbpe.texas.gov</u> email address only, as multiple submittals of the same certificates to the wrong address and/or submittals to more than one of our addresses and/or sending via fax will slow the processing of yours and other's certificates. <u>Please note that we no longer accept certificate of insurance forms via facsimile</u>. Additionally, we do not accept ACORD forms.

Please allow up to 10 business days for your certificate to be processed and appear on our website. Certificates are not entered on Saturdays, Sundays or holidays.

You may wish to search here for confirmation of processing of your certificate before resending or calling this office:

https://licensing.hpc.state.tx.us/datamart/mainMenu.do;jsessionid=0ECC7B609E786712DE437DB56CBCBC61. worker2

Below is the link to the most current certificate of insurance form:

http://www.tsbpe.state.tx.us/common/certificateofinsuranceformrevisedAPRIL2016.pdf

A copy of the most current certificate of insurance form is attached. Using an old form will delay the processing of your certificate of insurance form.

The compliance department can be reached directly at 512-936-5203.

TEXAS STATE BOARD OF PLUMBING EXAMINERS PO Box 4200 • Austin, Texas 78765-4200 • (512) 936-5200 Scan and Email to: <u>insurance@tsbpe.texas.gov</u> Allow up to 10 days for processing before contacting this office for confirmation of receipt of certificate.



CERTIFICATE OF INSURANCE (COI)

A Master Plumber shall furnish the Texas State Board of Plumbing Examiners (Board) with a current Certificate of Insurance (COI) before acting as a Responsible Master Plumber (RMP). This COI expires on the date that the insurance policy specified herein expires. The RMP shall furnish the Board with a current COI immediately upon or prior to the expiration of this COI. At least the minimum insurance coverage specified in (1) and (2) below shall be maintained at all times during which the Master Plumber acts as a RMP. The insurance coverage must include <u>all types of plumbing</u> that will be performed under the RMP's license, including if applicable, liquefied petroleum gas plumbing, medical gas plumbing, and multipurpose residential fire protection sprinkler plumbing. The Certificate Holder does not guarantee the accuracy of any information provided in this COI. This COI neither affirmatively or negatively amends, extends, or alters the coverage afforded by the insurance policy specified herein. The terms of the policy control over the terms of this certificate.

Responsible Master Plumber (RMP) Name:	License #: M		
Business Name:	Telephone: ()		
RMP Address: Street	City State		Zip
			-
Insurance Company:			
Policy Number:	_Effective Date	_/ Expire Date	
Name of Insurance Agency:	Agent Phone: ()		
Insurance Agency Address: Street	City	State	Zip

By my signature below, as an agent for an insurer authorized to engage in the business of insurance in this state or an eligible surplus lines insurer, as defined by Section 981.002, Insurance Code, I hereby sign this certificate of insurance stating that the above policy meets at least the following minimum standards:

(1) provides for commercial general liability insurance for the above named Responsible Master Plumber for claims for property damage or bodily injury, regardless of whether the claim arises from a negligence claim or on a contract claim; and

(2) is in a coverage amount of not less than \$300,000 for all claims arising in any one-year period.

Signature of Agent

Printed Name of Agent

Date

CERTIFICATE HOLDER:

Texas State Board of Plumbing Examiners PO Box 4200 Austin, Texas 78765-4200 PHONE: (512) 936-5200 www.tsbpe.texas.gov

CANCELLATION:

Should any of the above described policies be cancelled, non-renewed, or otherwise modified, the Texas State Board of Plumbing Examiners (Certificate Holder) will be notified in accordance with the terms of the underlying policy.