

BELROSE COMMUNITY ASSOCIATION
Administrative Resolution #3
Insurance Coverage, Deductible, and Claims Procedure Resolution

Passed April 1, 2009 at Annual Meeting

In order to clearly define the roles and responsibilities of the Board, Management, and Owners regarding Association insurance, this Resolution has been adopted and distributed.

1. The nature and extent of Association insurance is primarily governed by Section 11 of the Declaration creating Belrose. Within the limits of the current insurance market, the Board will continue to maintain coverage which is equal to or in excess of the requirements outlined in the Declaration.
2. Included in the coverage is a Special Form master insurance policy. This policy provides coverage for most losses which affect the Common Elements
3. Owners, or their mortgage holder, may request an annual Certificate of Insurance from the Association's insurance agent.
4. The Association property insurance policy is subject to a deductible per occurrence.
5. Owners are required to maintain their own homeowners insurance (often referred to as a Form HO-6 policy), covering personal property of the Owner, building losses for which the Owner is responsible as well as liability protection. Additionally, it is recommended that the Owners obtain what is referred to as a "Loss Assessment Endorsement", as well as expanded "Betterments and Improvements" coverage. These coverages could assist the Owner in minimizing any deductible exposure arising out of a loss related to the Association's property policy. (Investor owners may require additional coverages.) It is recommended that a copy of this Resolution be given to the Owner's insurance agent to further assist in obtaining adequate insurance.
6. Should an Owner sustain damage which they feel may involve the Association's insurance policy, they must contact Management. The Owner should provide information such as: *time and date of incident, probable cause, nature and extent of damage with details*. This information will be requested in writing. Under no circumstances should an Owner contact the Association's agent or carrier directly without prior consent of the Board.
7. The affected Owner is urged to notify his or her insurance agent regarding the loss, advising them of the potential involvement of the Association insurance coverage.
8. The Board and Management will review all information and, if appropriate, file a claim with the Association's insurance agent for evaluation. The Owner will be subsequently contacted by the Association's insurance agent, carrier, adjuster, or Management – as appropriate.

9. The Association shall have no responsibility to and will not repair any interior damage to the Unit [Home], except to the extent such damage is covered, above the deductible, by the insurance maintained by the Association. Owner(s) who experience the loss will be subject to any applicable Association insurance deductible. The deductible will be assessed to the Owner's Association fee account.

This Resolution has been passed by the Board on 1st of April 2009. It replaces the prior Resolution(s) regarding Association insurance coverage and claims processing.

For the Board of Directors, Belrose Community

