



# Obtaining Your Certificate of Insurance

Refer to your lease for the exact requirements of your certificate of insurance.

(BU# - Brixmor/Shopping Center LP)  
– *this information can be found in your lease*  
Risk Toolbox, Inc. c/o Docutrax  
4 Century Drive, Suite 240  
Parsippany, NJ 07054

**Provide the following information to your insurance agent, as this includes the technical wording that needs to be on your certificate of insurance:**

Brixmor Property Group and the fee owner of each property together with any and all mortgagees or other parties having privity of interest of the fee owner are included as Additional Insured in respect to the general liability, auto liability, and umbrella when required by written contract and only as respects to work performed by or on behalf of the named insured this insurance is primary and non-contributory for the benefit of the additional insureds. Waiver of subrogation is included.

The certificate of insurance must contain the following:

- *General Liability Limits and Coverage required in Lease*
- *The Landlord entity, c/o Brixmor Property Group, must be listed as additional insured*
- *Description of Operations should provide tenant legal entity, DBA name, and shopping center name.*

Should you have any questions, please call our COI vendor Docutrax at 855.747.5866.

**PLEASE FORWARD YOUR CERTIFICATE OF INSURANCE VIA EMAIL TO [BRIXMORFORWARD@DOCUTRAX.COM](mailto:BRIXMORFORWARD@DOCUTRAX.COM) OR BY REGULAR MAIL TO:**

Attn: Brixmor Property Group  
Risk Toolbox, Inc. c/o Docutrax  
4 Century Drive, Suite 240  
Parsippany, NJ 07054