



# Georgia Analyzer System Message

Georgia's Clean Air Force (GCAF)

October 30, 2009

Message: 42202 Analyzers: 1005

## Station Insurance

**PRINT THIS MESSAGE AND PROVIDE TO STATION OWNER AND MANAGER.**

GCAF offers the following information to help station owners understand insurance requirements.

- ✦ A copy of the Certificate of Liability Insurance must be delivered to the GCAF Kennesaw office each year when you renew your insurance.
- ✦ We recommend that you add Georgia's Clean Air Force as the insurance certificate holder so GCAF automatically receives renewals and change notices, preventing the station owner from having to submit this manually. However, if your insurance company does not submit renewals and changes to GCAF, it is your responsibility to ensure GCAF receives the updated Certificate of Liability Insurance.
- ✦ If GCAF does not receive the new certificate, and the insurance on file is expired, or if any information on the certificate is incorrect, your station may be administratively taken off line until GCAF receives it.
- ✦ As a good business practice, a copy of your current valid Certificate of Liability Insurance should be kept near your analyzer thus easily accessible to EPD and GCAF auditors.
- ✦ A list of some insurance providers is located in the New Station Application Packet; however you are not restricted to just these insurance providers.
- ✦ Insurance must be renewed annually. The current, valid and accurate insurance certificate must be on file with GCAF.
- ✦ Updated insurance certificates can be hand-delivered to the GCAF Kennesaw office or sent via fax to 404.479.4375.
- ✦ It is the station's responsibility to call and confirm that the insurance certificate has been received and that all station information is up-to-date.
- ✦ Allow three business days for processing. To confirm the expiration date of your current insurance on file, call GCAF Station Assistance at 800.449.2471, option 2.

For All Vehicles Welcome stations (ASM), the insurance **must** show a Limit of Garage Liability (show dollar amount) **and** a Garage Keeper's Endorsement.

All of the following items **must** be included on the Certificate of Liability Insurance for ASM stations:

- ✦ Garage Liability (show dollar amount)
- ✦ Garage Keeper's Endorsement
- ✦ Policy number
- ✦ Effective date and expiry date
- ✦ Station name and address (not the corporate address)

For 1996 and Newer stations (OBD and TSI), owners must show a minimum limit of \$10,000 liability insurance.

If any information is incorrect or outdated, your station may be taken offline and will not be able to perform inspections until the proper Certificate of Liability Insurance is submitted.

**We do not accept** any of the following documents or verbiage:

- ✦ Requests for premium payments (similar to an invoice)
- ✦ Binders
- ✦ "To be determined" or "TBD"
- ✦ Proposals
- ✦ Proof of payments

Note: Garage Liability covers the insured's liability and vehicles while Garage Keepers covers damages to a customer's vehicle.

For additional information visit [www.cleanairforce.com](http://www.cleanairforce.com) or call GCAF Station Assistance at 800.449.2471, option 2.

If you would like to receive an e-mail copy of GAS messages or to be added to our quarterly e-newsletter, *RepairWatch* E-News, please send a request to [info@cleanairforce.com](mailto:info@cleanairforce.com).

800.449.2471

[info@cleanairforce.com](mailto:info@cleanairforce.com)

[CleanAirForce.com](http://CleanAirForce.com)

~ GCAF requires that you print, read, and store all GAS messages in a binder on or near the analyzer. GCAF also recommends that you print a second copy of these messages and post them in a prominent location for your employees to read. To retrieve and print a previous GAS message, go to the GAS message retrieval function in your analyzer and select the appropriate message to print (the analyzer holds up to 500 messages). ~