

ACORD – Certificate of Liability Insurance

What is the ACORD form?	A summary of essential information regarding an organization's insurance.
Who provides the ACORD form?	It is provided by a NYS authorized insurance carrier.
Why it is needed?	To provide proof of coverage for general liability, automobile liability, garage liability and excess liability insurance.
When is it needed?	Prior to any permit being issued or any contract, including purchase orders, being entered into for work.
Who is the certificate holder?	The University at Albany and/or the Research Foundation of the State University of New York
Who are the additional insureds?	The State of New York, State University of New York, the University at Albany and the Research Foundation of the State University of New York

The ACORD form is not acceptable proof of coverage for workers' compensation and disability insurance.

The insurance carrier must be rated at least "A-" Class "VII" in the then most recently published A.M. Best Insurance Report. If during the term of the policy, a carriers rating falls below "A-" Class "VII", the insurance must be replaced no later than the renewal date of the policy with an insurer acceptable to the University.

The next page provides a sample of an ACORD form.

