COI PROCESSING & TIMING

WEDNESDAY, AUGUST 19, 2026 12:30 PM ET

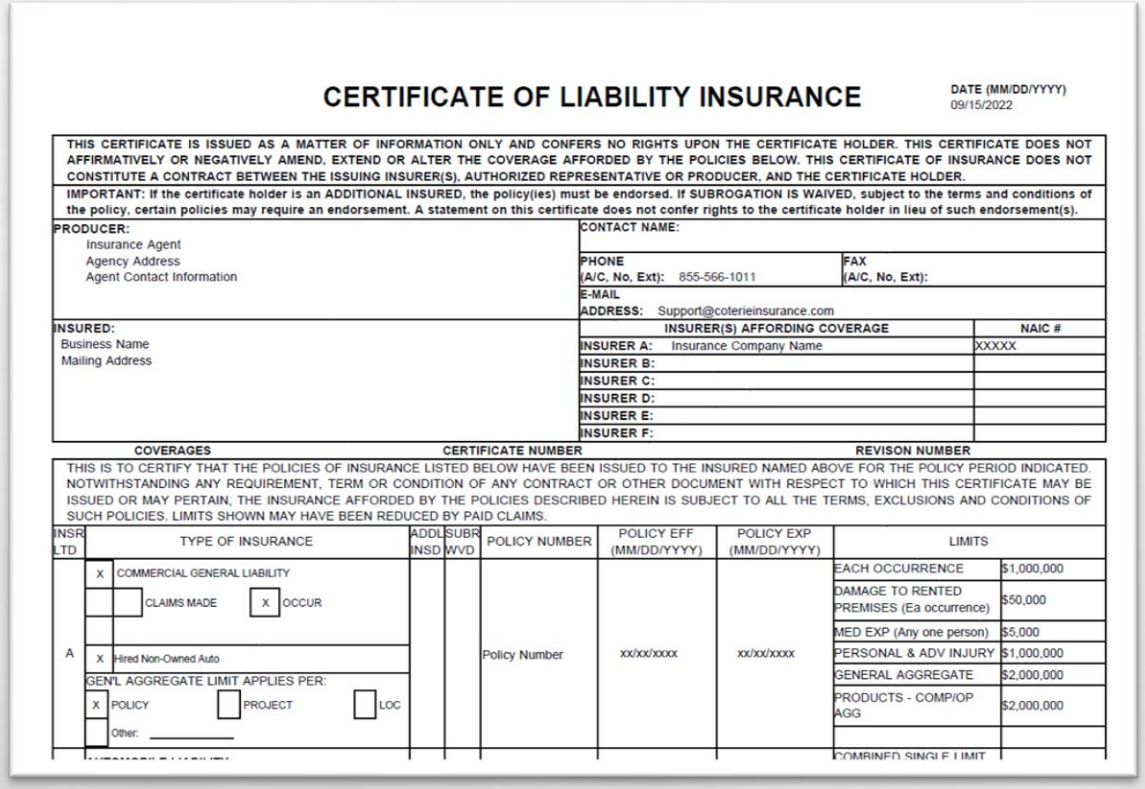
PRESENTED BY:

ANGEL HALL
ASSOCIATE DIRECTOR

GEORGI EMENHISER
OPERATIONS & ODP
ADMINISTRATOR

AMBER CREMEENS
REGISTRAR &
ADMINISTRATIVE ASSISTANT

WHAT IS A COI?



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/15/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Insurance Agent, Agency Address, Agent Contact Information	CONTACT NAME:	
	PHONE (A/C, No, Ext): 855-566-1011	FAX (A/C, No, Ext):
	E-MAIL ADDRESS: Support@coterieinsurance.com	

INSURED: Business Name, Mailing Address	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Insurance Company Name	XXXXX
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER REVISON NUMBER

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTD	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			Policy Number	xx/xx/xxxx	xx/xx/xxxx	EACH OCCURRENCE	$1,000,000
	CLAIMS MADE / X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$50,000
							MED EXP (Any one person)	$5,000
	X Hired Non-Owned Auto						PERSONAL & ADV INJURY	$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$2,000,000
	X POLICY / PROJECT / LOC						PRODUCTS - COMP/OP AGG	$2,000,000
	Other:							
							COMBINED SINGLE LIMIT	

A COI stands for a Certificate of Insurance. It is an official, usually single-page document issued by an insurance broker or agent that acts as quick proof that an individual or business holds active insurance coverage

WHEN DO CLUBS RECEIVE THE ANNUAL COI DISTRIBUTION?

Each year, by September 1, all member clubs should receive a Certificate of Insurance for each facility they use to train and/or play games. This COI proves to the property owner that you have liability coverage for incidents that could occur during your use. The COI will list the coverage summary.

The COI is good for activity September 1 to August 31 of the following year. All COIs expire on August 31 each year no matter what date they are issued during the year.

GOAL GETTERS INDIANA

HOW ARE THE COI'S DISTRIBUTED AND TO WHOM?

The COIs are collated by club and sent via email as PDF attachments to the club contact email address on file in the COI platform.

The club contact should receive a copy of every COI that is still active in the system that the club used or activated in the previous year.

If you need to change the club contact, please report that information to Amber Cremeens amber@soccerindiana.org

AFTER WE RECEIVE THE COI'S, WHAT DO WE DO WITH THEM?

Check for accuracy.

- If there is a facility included in your documents that you no longer use, destroy the COI and contact Amber Cremeens (amber@soccerindiana.org) to have it removed from the database.

- If there is a facility missing, you will need to use the online portal available on the Indiana Soccer website to request it.

Send a copy to the facility owner to update their files.

HOW TO REQUEST A COI

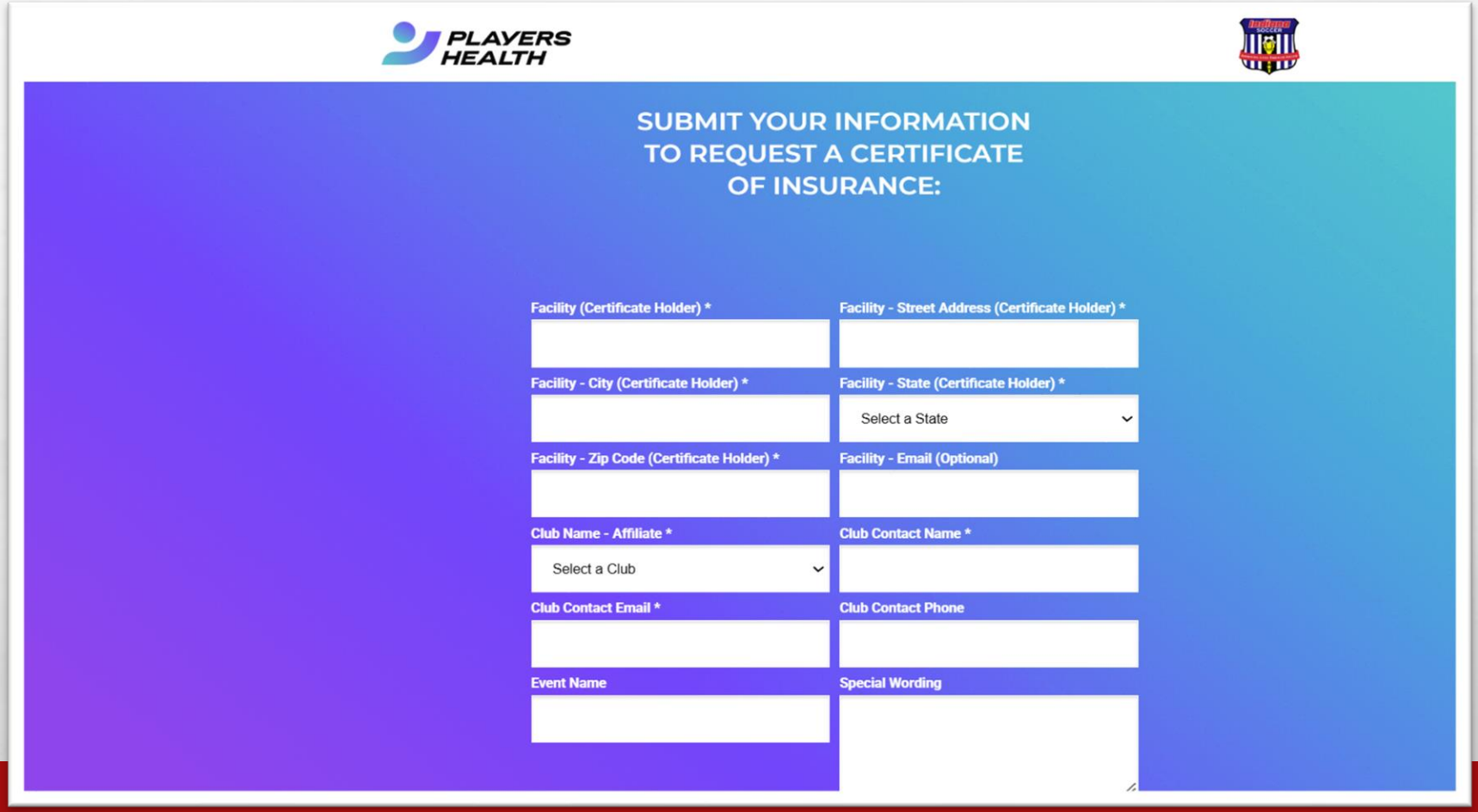
As a member club you can submit a request for a COI at any time during the year.

The link is listed on our website- https://www.soccerindiana.org/services/insurance-information/

- YOUTH Members: You can request additional COI's using the **online request form.**
- ADULT Members: Please contact Amber Cremeens via email (amber@soccerindiana.org) and request the COI's you need.

COI ONLINE FORM

*Please note that special wording may require several days for approval by Player's Health.



GOAL GETTERS INDIANA

COI'S FOR N1

When participating as an N1 team in the N1 league or any other US Soccer member sanctioned event with N1 membership/passes, N1 will cover the club/team with the exact same coverage that is provided by US Club. You will receive the COI's for facility use from US Club thru N1.

Please check with N1 for details: https://national1league.org/about/

Or https://usclubsoccer.org/resources/members-area/insurance/coi/

THIS WEEK'S GOAL GETTER MINDFUL MINUTE: