

EXHIBIT “B”**Insurance Certificate Requirements and Required Forms**

Please send a copy of this Exhibit to your insurance provider.

The insurance certificates for above referenced vendor **must include the following information:**

1. **Certificate holder to read:**
USPO Phoenix, LLC
c/o Transwestern Commercial Services Arizona, LLC
201 E. Washington Street, 1760
Phoenix, Arizona 85004

1. ***Additional Insured listed on Endorsement Page exactly as worded below:**

USPO Phoenix, LLC **and** TRANSWESTERN COMMERCIAL SERVICES
ARIZONA LLC d/b/a TRANSWESTERN, Transwestern Commercial Services
LLC as Manager

**Note: Additional Insureds must be shown in description
box of liability certificate exactly as worded above.**

2. ***Notice of Cancellation Policy- *If the insurance does not provide a
cancellation policy vendor will be responsible to notify insured 30 days in
advance of cancellation.***

3. ***Waiver of Subrogation Endorsement**

4. ***Primary noncontributory provision**

5. **Minimum General Liability:** \$1,000,000 Per Occurrence / \$2,000,000 Aggregate –
The appropriate Transwestern entity and the owner must be named as additional
insureds.

6. **Minimum Automobile Liability:** \$1,000,000 Combined Single Limit. Include
coverage on all owned, hired and non-owned automobiles.

7. **Worker’s Compensation Insurance and Employers’ Liability Insurance:**
\$500,000 each accident for bodily injury by accident; \$500,000 bodily injury disease.

8. **Minimum A.M. Best Rating:** A.M. Best Rating A8

****Please Note: these forms are required with your certificate of insurance.***