

TENANT NOTICE

January 21, 2021

NEW TENANT INSURANCE PROGRAM (TIP)

Effective January 2021, BentallGreenOak has engaged **Vertikal** to use its web-based certificate of insurance management system **CertFocus** to collect, review and monitor tenant insurance certificate compliance.

You can expect to receive a welcome letter email from **CertFocus** by **Vertikal** within a week or so following this communication. Please identify donotreply@vertikalrms.com as a trusted domain to ensure you do not miss out on this and further notifications from **CertFocus**. Please cascade this information within your organization and forward to your insurance risk manager or broker to make them aware of these impending changes.

TIP's goal remains the same: providing tenants with a secure, efficient platform enabling us to verify that the coverage reflected on a tenant's certificate of insurance is reflective of the tenant's insurance obligations as set out in its lease.

We thank you for your participation in this program. Should you have any questions or concerns, please don't hesitate to contact us.

Amanda Gilbert

Property Administrator - Accounting

amanda.gilbert@bentallgreenoak.com

Tel: 613-782-3872