



**Request for Certificate of Insurance**  
**\*\*\* PLEASE READ CAREFULLY \*\*\***

To: ALL SUBCONTRACTORS

Please ask your insurance agency to email a Certificate of Insurance to Catalyst Construction Management, Inc. to the attention of **Abby Stinebaugh- [astinebaugh@catalystcmi.com](mailto:astinebaugh@catalystcmi.com)** as soon as possible. As a corporate policy we must have a copy of your Certificate of Insurance on file and approved prior to beginning work on any of our projects. A valid, up to date certificate will be good for all of our projects unless a specific project mandates differently. Please note that our current address is:

**Catalyst Construction Management**  
**5158 E. 65<sup>th</sup> Street**  
**Indianapolis, IN 46220**

**Our Insurance Carrier requires that all Certificates of Insurance state:**

**“Catalyst Construction Management, Inc. is listed as the Certificate Holder and as an Additional Insured on a Primary & Non-Contributory Basis”**

**they also require that our Subcontractor’s carry minimum General Liability limits of \$2,000,000.00 General Aggregate and \$1,000,000.00 per occurrence.**

**Worker’s Compensation is also required.**

Thank you in advance, and please don’t hesitate to contact me if you have any questions or concerns.

Sincerely,

Abby Stinebaugh  
Catalyst Construction  
5158 E. 65<sup>th</sup> Street  
Indianapolis, IN 46220  
317-579-1555 ext. 120  
317-579-1556 fax

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