Dear Condominium Owner,

**Gambrell & Sturges** is the Registered Agent for your condominium association's insurance. If you need a **Certificate of Insurance (COI)** for your mortgage company, then please contact them directly. They have someone named **Anita Sheffield** that specializes in this for individual condominium owners. This is the information she will need to issue the COI:

- The Owner Name
- The Owner Contact Information
- Mailing address as it appears on the deed for the unit
- The Lenders Name
- The Loan Number
- The Lender's Contact Information (including mailing address)
- The Name of Your Condo Association
- The Unit Number

Please e-mail your request to Anita at **ASheffield@acrisure.com**. If you need it *immediately*, please call **Anita at 850-547-0065**.