

Francis Tagawa

From: Alvina Miyasato
Sent: Monday, August 08, 2011 9:00 AM
To: Francis Tagawa
Cc: Irlene Torres; Nadine Cui
Subject: FW: Certificates of Insurance

From: Nadine Cui
Sent: Wednesday, August 03, 2011 3:58 PM
To: Richard Fukeda; Sharon Hodson; Kari Yamada; Alvina Miyasato; Velma Tsuda; Aileen Kashiwamura; Sheryl Kawamura; Lance Kawano; Carol Davis
Cc: Kathy Kano
Subject: Certificates of Insurance

If carriers or brokers are still returning copies of certificates to you, please return them back to them with the following statement:

"We understand that you do not require copies of certificates, however, it is Atlas' policy and procedure to send copies of all certificates we issue to the carriers, in accordance with recommendations from IIABA. Please do not return them to us.

We also understand that any changes to the policy that may be necessary must be requested separately. Certificates reflecting any changes are only issued after requests are approved by you in writing.

Thank you for your understanding."

Nadine K. Cui
Atlas Insurance Agency
Phone: (808) 533-8710
Fax: (808) 550-1112