
From: Sarah K <[REDACTED]>
Sent: Wednesday, June 20, 2012 7:09 PM
To: Andrew Lasso
Subject: Fwd: Room & Board - Certificate of Insurance instructions

Hi Andrew.. can you please provide the following for the insurance certificate for my furniture delivery on the 26th
Thanks

Begin forwarded message:

From: Customer Support New Jersey <customersupportnj@RoomAndBoard.com>

Subject: Room & Board - Certificate of Insurance instructions

Date: June 20, 2012 3:04:54 PM EDT

To: "[REDACTED]"

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Thank you for shopping Room & Board.

Please have your building management send us the following details in order to complete the Certificate of Insurance. We ask that we receive this information no later than 48 hours prior to your delivery date.

Include your name, delivery date (Tues., 6/26/12) and sales order # A sample certificate if available, if not available we will need the following: Name and address of the Certificate Holder and any additional insured parties.

The information can be sent to either fax number 201-440-2994 or Email:

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