



To: Requestors of Condominium Certificates of Insurance

From: Holden & Company Insurance

Re: Retrieving Condominium Certificates of Insurance

In keeping with our traditional personal-touch customer service, Holden & Company will provide those associated with Skyline Plaza Condominium Certificates of Insurance with no delivery charge, no certificate production charge and no need to register for a website account.

To request a Certificate of Insurance from Holden & Company Insurance, please send an email to Office@HoldenIns.com with the below information:

- Unit Owner(s):
- Unit Address:
- Mortgagee Clause:
- Loan number (if available):
- Where to send requested COI:

Please feel free to share this information with any parties that need to request Skyline Plaza Condominium certificates of insurance from our agency.

Thank you for allowing us to personally serve you!

Holden & Company Insurance

115 N. Fairfax Street
Alexandria, VA 22314
703-549-2200