Agenda Item: 3F1

# PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

# AGENDA ITEM SUMMARY

Meeting Date: July 16, 2013	* 4	Consent Ordinance	[ ] Regular [ ] Public He	earing
Department:		Oranianoc	[ ] Tubilo Tic	,ug
Submitted By: Department of Airports				
Submitted For: Department of Airports				
	<del></del>			
I. EXECUTIVE	E BRIEF			
Motion and Title: Staff recommends motion Agreement (First Amendment) with Enterprise National Car Rental (Enterprise), to correct an Elease Agreement (R2013-0137).	Leasin	g Company	of Florida, LLC	), d/b/a
Summary: The Lease Agreement required E amount of \$100,000. The First Amendment stri Agreement, which indicates the security depos have been deleted from the final draft of the Countywide (HJF)	kes lang it may l	juage inadve be reduced.	ertently left in the This language	Lease should
Background and Justification: The Lease Agrand provides for the lease and redevelopment of pursuant to Request for Proposals No. PB-12-15	of prope			
Attachments: First Amendment (3)				•
Recommended By:  Department Direct			6/12/1	Sate
Approved By: County/Deputy/As	<u>}</u>	County Adr	G (\sqrt{1}) ministrator D	) — Pate

## II. FISCAL IMPACT ANALYSIS

A. Fiv	ve Year Summary of i	Fiscal Impact				
	Fiscal Years	<u>2013</u>	<u>2014</u>	<u>2015</u>	2016	2017
Rent ( Extern Progr In-Kin NET F	al Expenditures Credit nal Revenues am Income (County) ad Match (County) FISCAL IMPACT					
	DDITIONAL FTE FIONS (Cumulative)					
Budge	n Included In Current et Account No.: F rting Category	und <u>4100</u>				urce <u>4416</u>
B.	Recommended Sour No fiscal impact.			•	oact:	
C.	Departmental Fiscal	Review:	W Jun	<u></u>		
		III. <u>RE</u>	EVIEW COM	<u>IMENTS</u>		
A.	OFMB Fiscal and/or OFMB	Contract Dev	o A	rol Commen	rolen	6/19/13
B.	Legal Sufficiency:  Assistant County A	6/20/ ttorney	13			
C.	Other Department R	eview:				
	Department Director	•				

REVISED 9/03 ADM FORM 01 (THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

#### FIRST AMENDMENT TO LEASE AGREEMENT

THIS FIRST AMENDME	NT TO LEASE	AGREEMENT (thi	s "First Amendment")
is made and entered into this	day of	, 20	, by and between Palm
Beach County, a political subdivision	on of the State of	Florida ("County"), a	and Enterprise Leasing
Company of Florida, LLC, a Dela	ware limited liab	oility company, d/b/a	National Car Rental,
having its office and principal pla	ce of business a	t 5105 Johnson Road	d, Coconut Creek, FL
33073 ("Tenant").			

### WITNESSETH:

WHEREAS, County, by and through its Department of Airports (the "<u>Department</u>"), owns and operates the Palm Beach International Airport, located in Palm Beach County, Florida (the "<u>Airport</u>"); and

WHEREAS, County and Tenant have entered into that certain Lease Agreement dated February 5, 2013 (R2013-0137) (the "Lease") for the lease of certain real property managed by the Department on behalf of County; and

WHEREAS, the parties hereto desire to amend the Lease in accordance with the terms and conditions set forth herein.

**NOW, THEREFORE,** in consideration of the premises and the mutual covenants herein contained and for such other good and valuable consideration, the receipt of which the parties hereby expressly acknowledge, the parties hereto covenant and agree to the following terms and conditions:

- 1. <u>Recitals</u>. The recitals set forth above are true and correct and incorporated herein by this reference. Terms not defined herein shall have the meaning ascribed to them in the Lease.
- 2. <u>Section 5.05 of the Lease</u> ("<u>Security Deposit</u>") is hereby deleted in its entirety and replaced with the following Section 5.05:
  - 5.05 Security Deposit. Prior to the Commencement Date of this Lease, Tenant shall post a security deposit with County in the amount of One Hundred Thousand Dollars (\$100,000) (the "Security Deposit"). On each Adjustment Date, the Security Deposit shall thereafter be adjusted to an amount equal to the greater of One Hundred Thousand Dollars (\$100,000) or three (3) monthly installments of the then-current Rental amount. Notwithstanding the foregoing, if the amount of any increase is less than ten percent (10%) of the amount of Security Deposit currently held, no increase in the Security Deposit shall be required. The Security Deposit shall serve as security for the payment of all sums

due to County and shall also secure the performance of all obligations of Tenant to County. The Security Deposit shall be either in the form of a clean, Irrevocable Letter of Credit ("Letter of Credit") or a Surety Bond ("Bond") in form and substance satisfactory to County. In the event of any failure by Tenant to pay any rentals or charges when due or upon any other failure to perform any of its obligations or other default under this Lease, then in addition to any other rights and remedies available to County at law or in equity, County shall be entitled to draw on the Security Deposit and apply same to all amounts owed. Upon notice of any such draw, Tenant shall immediately replace the Security Deposit with a new Letter of Credit or Bond in the full amount of the Security Deposit required hereunder. Tenant shall promptly increase the amount of the Security Deposit to reflect any increases in the Rental payable hereunder. The Security Deposit shall be kept in full force and effect throughout the Term of this Lease and any extension thereof and for a period of six (6) months after the termination of this Lease. Not less than forty-five (45) days prior to any expiration date of a Letter of Credit or Bond, Tenant shall submit evidence in form satisfactory to County that such security instrument has been renewed. Failure to renew a Letter of Credit or Bond or to increase the amount of the Security Deposit as required by this Section shall: (a) entitle County to draw down the full amount of such Security Deposit; and (b) constitute a default of this Lease entitling County to all available remedies. The Security Deposit shall not be returned to Tenant until all obligations under this Lease are performed and satisfied. Prior to consent from County to any assignment of this Lease by Tenant, Tenant's assignee shall be required to provide a Security Deposit to County in accordance with the terms and conditions of this Section.

- 3. <u>Ratification of Agreement</u>. Except as specifically modified herein, all of the terms and conditions of the Agreement shall remain unmodified and in full force and effect and are hereby ratified and confirmed by the parties hereto.
- 4. <u>Paragraph Headings</u>. The heading of the various sections of this Amendment are for convenience and ease of reference only, and shall not be construed to define, limit, augment or describe the scope, context or intent of this Amendment or the Agreement.
- 5. <u>Effective Date</u>. This Amendment shall become effective when signed by all parties and approved by the Palm Beach County Board of County Commissioners.

(Remainder of Page Intentionally Left Blank)

IN WITNESS WHEREOF, the parties hereto have duly executed this First Amendment as of the day and year first above written.

ATTEST: SHARON R. BOCK, CLERK AND COMPTROLLER	PALM BEACH COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA, BY ITS BOARD OF COUNTY COMMISSIONERS
By:	By:Steven L. Abrams, Mayor
APPROVED AS TO FORM AND LEGAL SUFFICIENCY	APPROVED AS TO TERMS AND CONDITIONS
By: County Attorney	By: Director, Department of Airports
Signed, sealed and delivered in the presence of two witnesses for TENANT:	TENANT:  ENTERPRISE LEASING COMPANY OF FLORIDA, LLC  By:
Signature  lan Henderson  Print Name	Signature  Alan D. Levine Print Name
Michelle Boy	Vice President & General Manager Title
Print Name	(Seal)

### **AFFIDAVIT OF LIMITED LIABILITY COMPANY**

COUNTY OF SAINT LOUIS

BEFORE ME, the undersigned authority, personally appeared, the undersigned who by me being first duly sworn, depose(s) and say(s) that:

- 1. The undersigned is a <u>Manager and Vice President</u> of <u>Enterprise</u> <u>Leasing Company of Florida</u>, <u>LLC</u>, a limited liability company organized and existing under the laws of the State of Delaware ("Company").
- 2. Articles of Organization of the Company have been filed, and are on-file with, the Florida Department of State and such articles are incorporated herein by reference.
- 3. The Company is in good standing and is authorized to transact business in the State of Florida as of the date hereof.
  - 4. The company is a <u>manager managed</u> limited liability company.
- 5. The undersigned is a manager and vice president of the Company or has been authorized by majority vote of the managers to act on behalf of the Company and designates and authorizes Alan D. Levine, Vice President and General Manager of Company ("Designate"), to legally bind the Company and execute contracts and other instruments relating to the transaction of business of the Company.
- 6. The Designate has the right and authority to enter into that certain Lease Agreement between Palm Beach County, a political subdivision of the State of Florida and the Company (the "Agreement"), which is incorporated herein by reference and made a part hereof, and such other instruments as may be necessary and appropriate for the Company to fulfill its obligations under such Agreement, including amendment(s) and termination of such Agreement.
- 7. Upon execution and delivery of such Agreement and documents by the Designate, all of the aforesaid shall be valid agreements of and be binding upon the Company.

- 8. The transactions contemplated herein will not violate any of the terms and conditions of the Company's member agreement, operating agreement certificate of organization or of any other agreement and amendments thereto of whatever kind between the Company and any third person.
- 9. The undersigned acknowledges that affiant is familiar with the nature of an oath and the penalties provided by the laws of the State of Florida and that this Affidavit is being given to induce Palm Beach County to enter into the Agreement.

FURTHER AFFIANT SAYETH NAUGHT,

	<i>William</i> Manager	and Vice President
201 <u>3</u> , by <u>William W</u> Leasing Company of Florida known to me OB who produ	. Snyder I <u>, LLC</u> on behalf ced	e on this 7th day of January, Manager of Enterprise f of the Company who is personally , as
SI Commis My Commis Commi	JSAN E. CANTILLON Notary Public Solon Expires: January 19, 21 Ission Expires: January 19, 21 Ission Number: 12434401	Susan Le. Cantillon  Notary Signature  Susan E. Cantillon  Print Notary Name  NOTARY PUBLIC  State of Musouri at large
r x°		State of Mussouri at large  My Commission Expires: 1/19/2011



# **EVIDENCE OF PROPERTY INSURANCE**

DATE (MM/DD/YYYY) 03/01/2013

THIS EVIDENCE OF PROPERTY INSURANCE IS ISSUED AS A MAT ADDITIONAL INTEREST NAMED BELOW. THIS EVIDENCE DOES NO COVERAGE AFFORDED BY THE POLICIES BELOW. THIS EVIDENCE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCE	T AFFIRMATIVELY OR OF INSURANCE DOES	NEGATIVELY	' AMEND,	EXTEND OF	R ALTER THE
AGENCY PHONE	COMPANY				
(A/C, No, Ext):	(See Attached)				
701 Market Street	(ood / made/lod/				i
Suite 1100					i
St Louis, MO 63101					
Attn: stiouis.certrequest@marsh.com; f; 212-948-0811 ENTER -Van-PROP-13-14 Airpor					
FAX	7				
CODE: SUB CODE:					
AGENCY CUSTOMER ID #:					
CUSTOMER ID #: INSURED	LOAN NUMBER		no.	CY NUMBER	
Enterprise Leasing Company of	LOAN NOMBER		1	TTACHED	
Enterprise Leasing Company or Florida, LLC / Vanguard Car Rental			OEE A	TI ACHED	
dba National Car Rental & Alamo Rent A Car	EFFECTIVE DATE	EXPIRATION	DATE	CONTINUE	D UNTIL
600 Terminal Dr. Ste 202	03/01/2013	03/01/2014			ED IF CHECKED
Ft. Lauderdale, Ft. 33315	THIS REPLACES PRIOR EVI	DENCE DATED:			
DDODEDTY SIFODMATION				**************************************	
PROPERTY INFORMATION  LOCATION/DESCRIPTION				<del></del>	
RE: GPBR 41AD, 41AE Location: 2121 & 2125 BELVEDERE ROAD, WEST PALM BEACH, FL.	•				
REI GEBRATAD, ATAE LOCAUDII ZIZI & ZIZO BELVEDERE ROAD, WEST PALIVI BEACH, FL.					
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THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED T	O THE INSURED NAM	ED ABOVE EC	OR THE P	OLICY PERIC	D INDICATED
NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF A					
EVIDENCE OF PROPERTY INSURANCE MAY BE ISSUED OR MAY PERTA					
SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH					
COVERAGE INFORMATION				<del></del>	
				m this image	
COVERAGE / PERILS / FORMS			AMOUNT O	FINSURANCE	DEDUCTIBLE
				7 (-	
ALL RISKS OF DIRECT PHYSICAL LOSS OR DAMAGE. INCLUDING EQUIPMENT BREAKDOWN,				7,355,043	SEE ATTACHED
EARTHQUAKE AND FLOOD (FLOOD COVERAGE INCLUDES FLOOD ZONES A&V); SUBJECT TO					1
POLICY TERMS, CONDITIONS AND EXCLUSIONS.					
VALUATION: REPLACEMENT COST FOR PROPERTY DAMAGE;					
·					
SUBJECT TO POLICY TERMS, CONDITIONS AND EXCLUSIONS.		ļ			
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		•			
DEMARKS (Including Special Conditions)			· · · · · ·		····
REMARKS (Including Special Conditions)			·····		
Certificate Holder is added as an additional insured and loss payee where required by written contract. Building: \$6,500,000					}
Improvements: \$855,043		•			
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					Į
CANCELLATION					
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCE	LIEN DEENDE TUE E	YDIDATION	ATE THE	DECE NOT	CE WILL DE
DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.	LLED BEFORE THE E	EXPIRATION L	MIE INE	REOF, NOT	CE WILL BE
		-			
ADDITIONAL INTEREST CHI-003556333-35	T		·····		
NAME AND ADDRESS	MORTGAGEE	X ADDITIONAL	INSURED		
	X LOSS PAYEE				l
PALM BEACH COUNTY - DEPT. OF AIRPORTS	LOAN#				
PALM BEACH INTERNATIONAL AIRPORT					1
BUILDING 846					
WEST PALM BEACH, FL 33406-1491	AUTHORIZED REPRESENTAT	IAF			
	of Marsh USA Inc.				
	Manashi Mukherje	ee Marre	whi M	ulchenze	

ACORD 27 (2009/12)

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AGENCY CUSTOMER ID: ENTER

Loc#: St. Louis



## **ADDITIONAL REMARKS SCHEDULE**

Page 2 of 2

AGENCY		NAMED INSURED
Marsh USA Inc.		Enterprise Leasing Company of Florida, LLC / Vanguard Car Rental
POLICY NUMBER		dba National Car Rental & Alamo Rent A Car 600 Terminal Dr. Ste 202
	T	Ft. Lauderdale, FL. 33315
CARRIER	NAIC CODE	
ADDITIONAL DENIADIO		EFFECTIVE DATE:
ADDITIONAL REMARKS		
THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACC		
FORM NUMBER: 27 FORM TITLE: Evidence of Pro	perty insura	nce
,		
Lloyd's of London Policy # DP948113 Arch Specialty Insurance Company # PDA005366-00		
Liberty Mutual Fire Insurance Company Policy # YS2-L9L-450302-023		
Allied World Assurance (U.S.) Co., Inc. # 0308-1869-1A		
Lexington Insurance Company # 012944753		
DEDUCTIBLES:		
\$100,000 per occurrence, except:		
5% of the actual value per unit of insurance at the time when such loss occurs at locatio.	ons within the State	of California for the peril of Earthquake subject to a minimum of \$500,000 per occurrence
\$1,000,000 per occurrence as respects loss or damage caused by the peril of Wind		
\$2,000,000 per occurrence as respects loss or damage caused by the peril of Hail		
\$100,000 per occurrence for flood, except		J., White are stat floor of the country of the state of t
5% of the actual value per unit of insurance at the time when such loss occurs as respectively and Subsets thereof subject to a minimum of the		d within special flood hazard areas as designated by the Federal Flood Emergency Management Association -
Waiting Period:		
24 hours as respects Service Interruption		
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## CERTIFICATE OF LIABILITY INSURANCE

01/09/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(les) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh USA Inc. 701 Market Street Suite 1100					CONTACT   NAME:   PHONE   FAX	
St. Louis, MO 63101					INSURER(S) AFFORDING COVERAGE	NAIC#
ENTER -STND-GAW-12-13	41AE	Vangua	NoC	Airpor	INSURER A: The Travelers Indemnity Company of Connecticut	25682
INSURED Enterprise Leasing Company of					INSURER B: Travelers Property Casualty Co. of America	25674
Fiorida, LLC / Vanguard Car Rental dba National Car Rental & Alamo Ro					INSURER C:	
600 Terminal Dr. Ste 202 Ft. Lauderdale, FL. 33315					INSURER E:	
The Education of the Goods					INSURER F:	
COVERAGES	CER	RTIFICAT	E NUMBER:		CHI-004534265-04 <b>REVISION NUMBER:</b> 13	

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. ADDL SUBR INSR WVD POLICY EFF POLICY EXP (MM/DD/YYYY) (MM/DD/YYYY) NSR LTR POLICY NUMBER HC2E-GLSA-474M7351-TCT-12 LIMITS TYPE OF INSURANCE 3.000,000 GENERAL LIABILITY 09/01/2012 09/01/2013 EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) X COMMERCIAL GENERAL LIABILITY \$ CLAIMS-MADE X OCCUR MED EXP (Any one person) \$

1.000.000 5,000 3.000.000 Fire Damage (Any One Fire) PERSONAL & ADV INJURY \$ 3,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-X LOC COMBINED SINGLE LIMIT (Ea accident) 09/01/2012 09/01/2013 HE-EAP-474M7302-TCT-12 3.000.000 AUTOMOBILE LIABILITY Α BODILY INJURY (Per person) Х ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS NON-OWNED AUTOS BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ HIRED AUTOS Х SIR 2,000,000 \$ UMBRELLA LIAB EACH OCCURRENCE \$ OCCUR EXCESS LIAB AGGREGATE \$ CLAIMS-MADE DED RETENTION \$
WORKERS COMPENSATION
AND EMPLOYERS' LIABILITY 09/01/2012 09/01/2013 HC2.I-UB-474M7050-12 (AOS) X WC STATU-TORY LIMITS В 09/01/2012 09/01/2013 1,000,000 AND EMPLOYERS LIABILITY
ANY PROPRIETOR/PARTNER/EXECUTIVE
OFFICER/MEMBER EXCLUDED?
(Mandatory in NH)
If yes, describe under
DESCRIPTION OF OPERATIONS below HRJ-UB-474M7062-12 (WI) R E.L. EACH ACCIDENT \$ N N/A 1.000.000 HWXJ-UB-474M7074-12 (OH XS WC) 09/01/2012 09/01/2013 В E.L. DISEASE - EA EMPLOYEE \$ SEE ATTACHED 1.000.000 E.L. DISEASE - POLICY LIMIT

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Re: GPBR - 41AE; ADDRESS - 2125 Belvedere Rd., West Palm Beach, FL

Certificate Holder is added as an additional insured where required by written contract. Auto coverage insures any Auto owned or leased by the named insured while operated by employees of the named insured. No coverage provided to renters under this policy. This insurance is primary and non-contributory over any existing insurance and limited to liability arising out of the operations of the named insured and where required by written contract. Waiver of Subrogation is applicable where required by written contract.

CERTIFICATE HOLDER	CANCELLATION
Palm Beach County Dept of Airports Palm Beach International Airport Bldg 846 West Palm Beach, FL 33406	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE of Marsh USA Inc.
1	Manashi Mukherjee Manashi Mukherjet
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CANCELLATION

ACORD 25 (2010/05)

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AGENCY CUSTOMER ID: ENTER

LOC #: St. Louis



### ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY		NAMED INSURED
Marsh USA Inc.		Enterprise Leasing Company of Florida, LLC / Vanguard Car Rental
POLICY NUMBER		dba National Car Rental & Alamo Rent A Car
		600 Terminal Dr. Ste 202
CARRIER	NAIC CODE	Ft Lauderdale, FL 33315
		EFFECTIVE DATE:

#### ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

Workers Compensation coverage for employees in the States of North Dakota, Washington and Wyoming is provided through the Monopolistic State programs. Workers Compensation coverage for employees in Ohio is self-insured. The Workers Compensation policies, shown on this Certificate of Insurance, only provide Employers Liability coverage for the employees in the States of North Dakota, Washington, Wyoming and Ohio. The Employers Liability limits on the Ohio Excess WC policy are \$3,000,000 XS of a \$2,000,000 S.I.R.

With regards to The Travelers Indemnity Company of Connecticut General Liability Policy # HC2E-GLSA-474M7351-TCT-12 and Automobile Liability policy # HE-EAP-474M7302-TCT-12:

In the event Travelers Indemnity Company of Connecticut (the insurer) cancels the General Liability policy or the Automobile policy prior to the expiration date shown in the Declarations for any reason other than nonpayment of premium, the insurer will provide 30 days advance written notice (10 days in the event the insurer cancels for nonpayment of premium) to the certificate holder.

With regards to the Travelers Property Casualty Co of American AOS WC policy number HC2J-UB-474M7050-12 and WI WC policy number HRJ-UB-474M7062-12:

Except for non-payment of premium by Enterprise Holdings, Inc. Travelers Property Casualty Co of America (the Insurer) agrees that no cancellation or limitation of this policy shall become effective until 30 day's written notice has been mailed to Enterprise Holdings, Inc. and to the person or organization at the address provided to the insurer.

ACORD 101 (2008/01)

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