COIs Spanning Multiple Properties

There are some cases where a COI needs to cover multiple properties. For example, a regional or national vendor contract that covers more than one property within the company. Rather than enter a COI for every single property, the additional properties can be included on the COI by adding them to the Additional Insured. By having only one COI record, the vendor receives only one COI Expiry Notification.

Another example is a multi-building property that was setup in Axis Portal™ as three distinct properties and thus requires a single COI to be set up to span all three properties. In this case, you can also use the Additional Insured list to include all of the buildings that require the COI.

In addition, if there are any duplicate Additional Insured entries among the properties covered by the COI, your Axis Portal will automatically remove them.

Note:

- See **COI Expiry Notifications** for more information.