



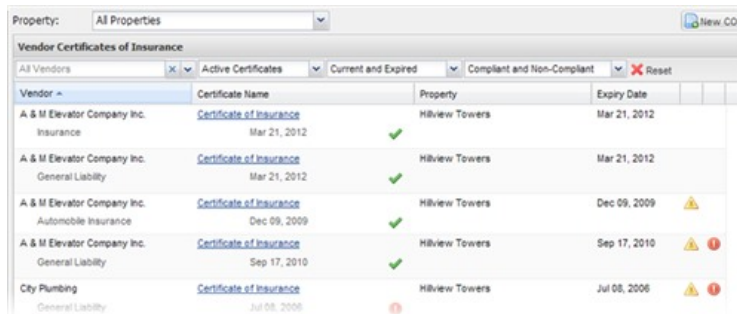


# Vendor COI

## About Vendor COI:

[Control Panel](#) > [Work Order](#) > [COI](#) > [Vendors](#)

Vendor COIs provides an intuitive interface for managing vendor Certificates of Insurance with policy, expiry and compliance information at your fingertips. Using Vendor COIs allows policies to be accessible by all properties and can be overridden should the property or vendor introduce special circumstances.

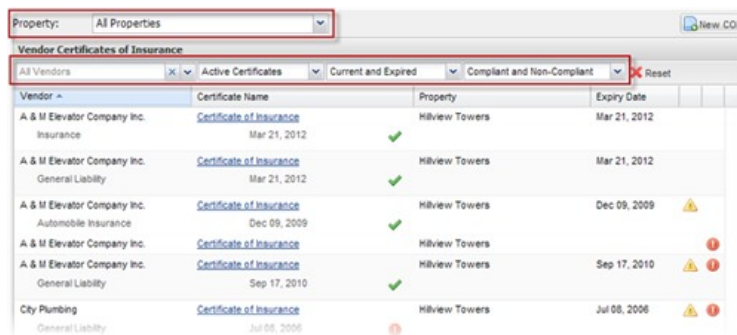


The screenshot shows the 'Vendor Certificates of Insurance' interface. At the top, there is a 'Property:' dropdown menu set to 'All Properties' and a 'New COI' button. Below this is a filter bar with tabs for 'All Vendors', 'Active Certificates', 'Current and Expired', and 'Compliant and Non-Compliant', along with a 'Reset' button. The main table lists insurance policies with columns for Vendor, Certificate Name, Property, and Expiry Date. The data is as follows:

Vendor	Certificate Name	Property	Expiry Date
A & M Elevator Company Inc. Insurance	Certificate of Insurance Mar 21, 2012	Hilview Towers	Mar 21, 2012
A & M Elevator Company Inc. General Liability	Certificate of Insurance Mar 21, 2012	Hilview Towers	Mar 21, 2012
A & M Elevator Company Inc. Automobile Insurance	Certificate of Insurance Dec 09, 2009	Hilview Towers	Dec 09, 2009
A & M Elevator Company Inc. General Liability	Certificate of Insurance Sep 17, 2010	Hilview Towers	Sep 17, 2010
City Plumbing General Liability	Certificate of Insurance Jul 08, 2006	Hilview Towers	Jul 08, 2006

The Vendor Certificates of Insurance list can be searched by entering a vendor's name in the **Vendor** box (enter at least 3 characters to search for possible matches), or filtered by:

- Active/ Inactive
- Current and/ or Expired
- Compliance



This screenshot is identical to the one above, but with a red rectangular box highlighting the 'Vendor' search input field in the filter bar at the top of the table.