



# Berkshire

September 21, 2023

Dear Resident,

As you know, 29 WYN Apartments requires all residents to obtain renter's insurance, with a minimum liability coverage of \$300,000, prior to moving in. This coverage is also required to be maintained through-out your residency with us.

**As a reminder, our community does not carry insurance to protect you against loss of your personal property. Personal property is only covered by your renter's insurance policy.**

Our community is implementing a forced place master insurance policy program, that in the event you allow your renter's insurance policy to lapse, you will be covered by this program. Below are key points of this program:

- Placement in this program is automatic if your insurance policy has lapsed.
- The monthly coverage cost of **\$18.65** is automatically charged to your account.
- This forced place policy insurance coverage only covers the liability portion of the insurance policy. **It does not cover your personal belongings.**

When you provide proof of your new policy, we will discontinue billing your account for the forced place policy.

To ensure we have full compliance with the renter's insurance requirement, we are reviewing all resident policies to confirm that they are current. We need your assistance in confirming your current policy by **October 31, 2023** and completing any of the applicable steps below.

**IF YOU DO NOT HAVE RENTER'S INSURANCE:**

1. Obtain a renter's insurance policy with the appropriate liability coverage.
  - a. Our preferred vendor is ResidentShield. You may sign up for a policy by contacting them at [www.ResidentShield.com](http://www.ResidentShield.com), call them at 1-800-566-1186 or you can request a quote directly from your resident portal account.
  - b. You may purchase a policy with another insurance company. The policy should list 29 WYN Apartments as an interested party with the PO Box below. **Upload the declarations page into your resident portal account.** The policy declaration page should contain the policy effective date, coverage amounts, policy number, expiration date, and interested party information.

29 WYN Apartments  
PO Box 3687  
Coppell, TX 75019

2. Sign the *Landlord-Placed Master Policy Liability Insurance Addendum*. **This addendum is available to you in the resident portal and can be electronically signed.** If you prefer to sign the addendum included in the email, please return it to the office as soon as possible.

**IF YOU ALREADY HAVE A RENTER'S INSURANCE POLICY:**



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*If you have a ResidentShield policy, you will only need to sign the Landlord-Placed Master Policy Liability Insurance Addendum. **This addendum is available in the resident portal and can be electronically signed.** If you prefer to sign the addendum included in this email, please return it to the office as soon as possible.*

**If you have a renter's insurance policy through an insurance provider that is not Resident Shield, please follow the steps below:**

1. Contact your insurance provider to update your policy to include <Community Name> as an interested party with the PO Box below.

29 WYN Apartments  
PO Box 3687  
Coppell, TX 75019

2. Sign the *Landlord-Placed Master Policy Liability Insurance Addendum*. **This addendum is available to you in the resident portal and can be electronically signed.** If you prefer to sign the addendum included in the email, please return it to the office as soon as possible
3. **Upload the "declaration page" to your resident portal account.** The policy declaration page should contain the policy effective date, coverage amounts, policy number, expiration date, and updated interested party information.

If you have any further questions, please contact our office as we are happy to help. We appreciate your prompt assistance with this and appreciate your calling our community your home!

Sincerely,

29 WYN Apartments Leasing Office