

# CERTIFICATE OF INSURANCE AND BOND INSTRUCTION SHEET

Provide this instruction sheet and letter from Bureau of Plant Industry that shows that applicant has passed required exam(s) to Insurance and/or Bond issuers.

The **Certificate of Insurance must have:** (1) Printed or typed name of insurance agent and his/her signature; (2) Address of insurance agent; (3) Insurance agent's license number; (4) Policy number; and (5) Insured's signature.

The **Surety Bond must have:** (1) Printed or typed name of insurance agent and his/her signature; (2) Insurance agency's name and address; (4) Principal's printed or typed name and signature; (5) Principal's address; (6) Policy number; and (7) Surety's signature. A Power-of-Attorney must be attached to the Surety Bond.

On the bond where it states "was granted a license to engage in" **the abbreviation(s) for the category(s) in which the licensee has passed his/her exam(s) must be listed.** Licensee must provide this information to bond issuer. The bond must include all the categories for which coverage is provided. The following table is a list of licensing categories and requirements:

License Categories	Category Description	Bond Requirement	Insurance Requirement
WDI	Wood destroying insect control	✓	✓
UP	Control of pests of utility poles	✓	✓
GRC	General pest and rodent control	✓	✓
MBF	Mosquito and biting fly control	✓	✓
HCP	Horticultural pest control	✓	✓
ORP	Orchard pest control	✓	✓
DAP	Domestic animal pest control	✓	✓
FUM	Fumigation pest control	✓	✓
AGP	Agricultural pest control	✓	✓
AGW	Agricultural weed control	✓	x
AQW	Aquatic weed control	✓	x
ROW	Right-of-way weed control	✓	x
HCW	Horticultural weed control	✓	x
LSH	Landscape horticulturist	✓	x
TS	Tree surgery	x	✓

Proof from insurance and bond issuers that licensee has continued insurance and bond (i.e., paid premiums) should not be sent to the Bureau office, unless requested by the Bureau. The Bureau must be notified by the insurance and bond issuers, only if the insurance and/or bond have been issued by a different company, or if the insurance and/or bond have been cancelled.

**For Insect, Rodent and Plant Disease Control categories –** The Surety Bond and the Certificate of Insurance must have the **same expiration date**. There are **no exceptions**. The Surety Bond must provide at least \$5,000 coverage and the Certificate of Insurance must provide at least \$100,000 per occurrence with a minimum annual aggregate of \$200,000 for all occurrences. Coverage shall include coverage for pollution and contamination, property damage, personal injury and errors and omissions. **For Wood Destroying Insect Control category –** In addition to the above, the insurance must provide coverage for errors and omissions associated with issuance of the Mississippi Official Wood Destroying Insect Report and damages caused by structural pests while under contract. The company name on the Surety Bond and Certificate of Insurance must be EXACTLY the same, as approved for the licensee by the Bureau of Plant Industry.

**For Weed Control categories -** The Surety Bond must provide at least \$2,500 coverage. Insurance is not required. If applicant has both pest control and weed control categories, applicant is only required to have one bond with at least \$5,000 coverage.

**For Tree Surgery category -** The Insurance shall be conditioned as to insure against negligent or careless acts and shall not be less than \$100,000. Surety bond is not required.

**For Landscape Horticulturist category -** The Surety Bond must provide at least \$1,000 coverage. Insurance is not required. A non-bonded license is available for landscape horticulturist, provided licensee provides statement that no work will be performed for a fee in this category.

For more information contact Bureau of Plant Industry at 662-325-3390.

Revised November 2021