



Insurance Requirements

Certificate of Insurance (COI) Guidelines

Overview

All renters must provide a valid Certificate of Insurance (COI) before equipment can be released. This protects both your production and our equipment in the event of damage, loss, or theft.

We understand that obtaining insurance can vary by production type. If you have questions about coverage or need recommendations for production insurance providers, please contact us.

⚠ COI Must Be Received Before Pickup

Please submit your COI at least **24-48 hours before your scheduled pickup** to allow time for verification. Equipment cannot be released without a valid, verified COI on file.

Minimum Coverage Requirements

Your production insurance policy must include the following minimum coverage:

Coverage Type	Minimum Amount
Equipment / Inland Marine / Rental Equipment	Full replacement value of rented equipment
General Liability	\$1,000,000 per occurrence
Deductible	\$2,500 maximum

Coverage must be effective for the entire rental period, including pickup and return dates.

Additional Insured & Loss Payee Requirements

CineKits must be listed as both an **Additional Insured** and **Loss Payee** on your policy. This is a standard requirement for equipment rentals in the film industry.

☐ Certificate Holder / Additional Insured / Loss Payee

COMPANY NAME

CineKits

BILLING ADDRESS

18543 Devonshire Street #400
Northridge, CA 91324

ADDITIONAL INSURED & LOSS PAYEE WORDING

"CineKits is named as Additional Insured and Loss Payee with respect to rented camera and production equipment."

COI Checklist - Before You Submit

CineKits listed as Additional Insured and Loss Payee

Must appear in the Certificate Holder section with both designations

Equipment coverage sufficient

Inland Marine / Equipment coverage must meet or exceed total rental value

Dates cover entire rental period

Policy effective date must be on or before pickup; expiration after return

Deductible within limits

Maximum \$2,500 deductible (you are responsible for deductible amount)

No exclusions for rented equipment

Verify your policy doesn't exclude coverage for rented production equipment

What If I Don't Have Production Insurance?

We understand that not every production has a full insurance policy in place. For smaller or personal projects, we offer alternatives:

- **Credit Card Hold:** A security hold equal to the full replacement value of the equipment will be placed on a valid credit card. This hold is released upon safe return of equipment.
- **Security Deposit:** Cash or certified check deposit equal to equipment value, refunded upon return.
- **Short-Term Production Insurance:** Several providers offer policies for as little as a single day. Contact us for recommendations.

Tip: Many production insurance providers offer short-term or per-project policies that are more affordable than you might expect. Coverage for a weekend shoot often costs less than the deductible on a credit card hold.

How to Submit Your COI

Send your Certificate of Insurance to:

- **Email:** cinekits@gmail.com
- **Subject Line:** COI - [Your Name] - [Pickup Date]

We'll confirm receipt and approval within one business day. If any corrections are needed, we'll notify you immediately.

Questions?

Insurance requirements can be confusing. If you have questions about coverage, need help understanding your policy, or want recommendations for production insurance providers, please don't hesitate to contact us. We're here to help make the rental process as smooth as possible.

Questions? Contact us at cinekits@gmail.com or (310) 710-3456

www.cinekits.com | Updated February 2026