



Brown & Brown Insurance of Georgia, Inc.
f/k/a Insurance Marketing Group
1165 Northchase Parkway SE, Suite 195, Marietta GA 30067-6430
Phone: 770-952-7725 * Fax: 770-952-7960

Thank you for contacting Brown & Brown Insurance of Georgia, Inc. for evidence of insurance for a condominium or a single family homeowners association that we insure.

Our certificates of insurance are now available for **free** via online retrieval. We hope that you enjoy this value added service offered by Brown & Brown Insurance of Georgia, Inc.

Please access the website at www.ecertsonline.com

Click on "Register with your Lenders/Mortgagees code" hyperlink below the Email address box

The system will request Your Name, Email Address,
& Registration Code which is: lender

You will be sent a numeric password that is individual to you only via email. The email will be sent immediately. Be sure to check your junk email/spam files if it does not show up in your inbox.

Return to the login screen at www.ecertsonline.com and login with your email address and numeric password.

Step 1: You will be prompted to enter the first 4 characters of the association name.

Choose the correct association.

Step 2: Choose the policy term you need a certificate for. The current term will usually be the **last** option. If you need a certificate for a year that is unavailable, please contact us by phone.

Step 3: Enter the mortgagee and loan information in the Lender box on the left, and the unit owner information in the Owner Information box on the right. If you wish to fax or email the certificate, enter that information in the Delivery Options box on the right.

After all the information has been entered, choose the **Save** button in the upper left above the Lender Information box.

Step 4: Confirm that the information on this page is correct, and then click the **Generate Certificate** link on the bottom of the page.

Certificate Page: You will be able to view, print, and/or save your certificate by **clicking the PDF icon**. You can choose the Deliveries Completed link to view fax or email confirmations if you chose delivery options.

If you have any questions or problems, please feel free to contact our office by calling [770-952-7725](tel:770-952-7725). Thank you!