



1300 West Oak Street, P.O. Box 788, Independence, Kansas 67301 (620) 331-1000

Dear Supplier:

Our records must be updated annually to prevent any interruption in our business relationship. Please send immediately to Standard Motor Products, Inc. a current Certificate of Insurance with the following information:

1. Commercial General Liability Insurance including Contractual and products Liability with minimum limits of \$1,000,000 per occurrence, \$1,000,000 Products and Completed Operations Aggregate and \$1,000,000 General Aggregate.
2. Additional Insured Endorsement or Broad Form Vendors Endorsement – naming Standard Motor Products, Inc. and any affiliated subsidiaries as and additional insured.
3. The Certificate of Insurance must provide written notice of Cancellation/Non-Renewal of not less than 30 days.
4. Certificate should be issued as: Standard Motor Products, Inc. and any affiliated subsidiaries, 37-18 Northern Boulevard, Long Island City, New York 11101. {You can put in your address and replace 37-18 Northern Blvd}
5. Please mail certificate to the attention of Materials Department.

If you have any questions please call (620) 330-9829.

Sincerely,

Material Manager