

- Under the Print Documents section, select "Certificate of Currency":

With Interested Party Details:

- This option will allow you to print out section(s) that the selected interested party is attached to and only these sections will appear on the COC, other sections won't.
- In the example below, even though there is Property Damage and Theft cover on this policy, since the selected interested party is only noted for Property Damage, only Property Damage will appear on the COC.
- If the interested party is attached to multiple sections or situations, you can choose what to appear on the COC by selecting "Manually select sections" - highlighted below, and adding on or removing sections from the COC using the Add or Delete button.

No.	Situation	Risk	
1.	Situation 1 - 200 Swanston Melbourne VIC 3000	Property Damage	Delete

- Once done, just click on the Finish button and the COC should be available to download under your system's Print queue after a short while.

NB: To print a Liability COC (for non-property owner policies), select "None" for Situation and the system will allow you to choose Liability under the Risk section (example below):

With &/or Without Interested Party Details:

- This will allow you to choose multiple sections (and situations) with all the interested parties attached to these sections noted on the COC
- The rest of the process is similar to above.

NB: The system will allow you to either have all sections but Liability on the COC or Liability by itself. If you require a COC with all sections (including Liability), please send a request to businesspack@calibreinsurance.com.au and we will issue a manual COC for you.