

Re: Renovations, Additions, and New Builds - Course of Construction Form

The Course of Construction Form for Renovations, Additions, and New Builds attached is in conjunction with the Diocese of Amarillo Property Update Form.

This form gives the Diocese and Waldorf a heads-up about your upcoming projects. Complete the form before a project begins by the Priest, page 1, and General Contractor/Contractor, page 2.

Please do not get the two confused.

1. Course of Construction Form is before a project.
2. Update Form is after a project. Send upon completion of the project to add to the property schedule.

Send the Course of Construction Form and the contractor's Certificate of Liability to the DPC Risk Management and Waldorf Risk Solutions. Reiterate priest sends the form before the project begins.

**Ivy Taylor** | Risk Manager

PO Box 5644 Amarillo TX 79117 | 4512 NE 24th AVE Amarillo TX 79107

Direct 806-414-1065 | O 806-383-2243 | F 806-383-8452

Email [itaylor@dioama.org](mailto:itaylor@dioama.org)

