



Redstone Residential Vendor Enrollment

Thank you for your interest in becoming a Redstone Residential vendor. To better serve our vendors, clients and communities and mitigate risk in our communities, Redstone Residential has partnered with NetVendor and its vendor management solution to allow vendors to become Redstone-compliant. The easy-to-use web tool below allows you to enroll, submit documents and view your compliance status.

All vendors are required to register and be in full compliance before commencing work on a Redstone managed property. Once compliant, Redstone managers will be able to procure your services and you will have access to the entire Redstone community portfolio via the NetVendor web-tool.

Enrollment Requirements

To enroll, please visit www.netvendor.net/redstone and click on Get Started Now to create a new account. The process should take about 8-10 minutes.

Your business will be categorized as an on-site or off-site vendor based on whether your business type typically works on-site or not. On-site vendors are required to provide proof of insurance. Off-site vendors are not required to provide proof of insurance but must still enroll and complete other requirements.

Registration requirements during enrollment:

- Signed and Dated Vendor Agreement
- Signed and Dated Form W-9
- Insurance Requirements (On-Site Only)



General Liability	Coverage Type	Limit
	Each Occurrence	\$ 1,000,000.00
	Personal & Adv Injury	\$ 1,000,000.00
	General Aggregate	\$ 2,000,000.00
	Products - Comp-Op Agg	\$ 1,000,000.00
Auto Liability		
	Combined Single Limit (Ea Accident)	\$ 1,000,000.00
	Bodily Injury (Per Person)	\$ 500,000.00
	Bodily Injury (Per Accident)	\$ 500,000.00
	Property Damage (Per Accident)	\$ 500,000.00
Workers Compensation		
	E.L. Each Accident	\$ 500,000.00
	E.L. Disease - Ea Employee	\$ 500,000.00
	E.L Disease - Policy Limit	\$ 500,000.00

Additional Insured Endorsement – Redstone Residential and its respective owners, officer, agents, and employees, and any individual or entity which has an ownership interest in any real property managed or owned by Redstone Residential are included as additional insured on the general liability policy as their interest may appear in regard to work/services performed.

Certificated Holder – Redstone Residential Inc., C/O NetVendor, 7644 SW Mohawk St. #J, Tualatin, OR 97062

- Enrollment Fee (Reduced for off-site vendors)



FAQs

Below are the answers to some of the most frequently-asked questions by Redstone Residential Vendors:

Q: Why do I have to pay an enrollment fee to NetVendor?

A: The NetVendor enrollment fee covers the processing & handling of your documents, the storage of your documents, and continued compliance management. The fee is reduced for off-site vendors since no insurance documents are required.

Q: I am an off-site vendor. Why do I need to enroll with NetVendor?

A: NetVendor reviews each vendor's category and designates them as an "off-site" vendor as appropriate. Off-site vendors are not required to provide insurance information or certificates; however, you will still be required to sign Redstone Residential Vendor Agreement and provide a W-9.

Q: I have already enrolled with NetVendor and am an approved vendor for a different client. Why do I need to enroll for Redstone Residential as well?

A: Since each company has different requirements, you will need to complete the enrollment process for Redstone to ensure that your company meets our specific requirements. Remember, when you become a Redstone Compliant Vendor you have been approved to solicit your services to all properties owned and/or managed Redstone Residential across the country.

Q: I was "Approved" but now I am "Incomplete". Why?

A: This may have occurred for any one of the following reasons:

- o Your insurance policy may have expired.
- o An audit of your account by NetVendor or Redstone Residential may have reflected an item that needs additional clarification.
- o A subsequent document may have been submitted by your insurance agent that overrides the previous document



Q: How long does it take NetVendor to process documents?

A: It usually takes up to 48 hours for documents to be processed once they have been received by NetVendor. Please note that this process re-starts each time a new document is submitted for review.

Q: How can I assist in getting my company "Approved"?

A: Share the sample insurance certificate with your insurance agent so that they may see what is required. This will assist your agent in preparing the certificate correctly the first time. In addition to your insurance certificate, other documents are required, such as the Vendor Agreement and W-9. Completing these documents and returning them promptly will prevent delays.

