Form # P 04	DISPLAY	THIS	CARD	ON	PRINCIP	AL FRO	ONTA	AGE O	F WO	RK	
Please Read Application And Notes, If Any, Attached		C	YTIS			ECTION		Permit Nur	nber: 0803(	07	
This is to certify th	nat <u>PORTL</u>	AND STAC	E COM	NY /Port	land Color				-		_
has permission to		rs @ 3' x 8'					037 A0	22001 FR	1 7 2008		_
provided that of the provise the construct this department	sions of th ction, main	e Statut	es of		na or the O	n an ept Jance	ing thes of t	his perm the City	it shall o of Portla	comply with a and regulatin ation on file	ıg
Apply to Publ and grade if r such informat	nature of worl			ificatio n and v ore this ed or JR NO	en perm Iding or	n mus e on proc d rt there s sed-in 4 IIRED.		procured	by owner	upancy must be before this build- s occupied.	
OTHER F							_	7		1.10	
Health Dept Appeal Board								A	4	117/00	
Other	Department Name					$\mathcal{L}$	7	Director - Buil	ding a vospection	Services	_
			PENALT	Y FO		G THIS C	ARD		$\bigcirc$		

,

.

 $\sum_{i=1}^{n}$ 

City of Portland, Main	e - Building or Use	Permit Applicatio	n Pe	rmit No:	Issue Date:	CBL:	
389 Congress Street, 0410	01 Tel: (207) 874-8703	, Fax: (207) 874-871	6	08-0307		037 A0	22001
Location of Construction:		Owner Address: Pho			Phone:		
25 FOREST AVE	PORTLAND	STAGE COMPANY	POI	BOX 1458			
Business Name: Contractor Name:		:	Contr	actor Address:		Phone	
Portland Color		r	14 In	ndustrial Way	Portland	20777418	322
Lessee/Buyer's Name	Phone:		Permi	it Type:		· · · · · · · · · · · · · · · · · · ·	Zone:
			Sig	ns - Permanen	t		B-32
Past Use:	Proposed Use:	Ch.	Perm	it Fee:	Cost of Work:	CEO District:	
commercial - Portland State	commercial - I	Portland State		\$353.00	\$353.00	) 1	
Company Company - 6 t		panners @ 3' x 8'			PECTION: Group: U	Type Siz za	
Proposed Project Description:			70		C		
6 banners @ 3' x 8'		Signa	-		nature:		
			PEDE	STRIAN ACTIV	VITIES DISTRIC	Г (Р.А.Ф.)	
			Actio	n: Approve	ed Approved	w/Conditions	benied
			Signa	ture:		Date:	
Permit Taken By:	Date Applied For:			Zoning	Approval		
ldobson	04/04/2008						
1. This permit application	does not preclude the	Special Zone or Revi	ews	Zonin	g Appeal	Historic Pres	ervation
• ••	ing applicable State and	Shoreland	6.000	Variance			ct or Landmark
2. Building permits do not include plumbing, septic or electrical work.		Sent b pl	itro	Miscellaneous		Does Not Require Review	
3. Building permits are void if work is not started within six (6) months of the date of issuance.		□ Flood Zone 14-3455(9)		Conditional Use		Requires Review	
False information may invalidate a building permit and stop all work		Subdivision	Interpretation		Approved		
		Site Plan			i	Approved w/	Conditions
		Maj 🗌 Minor 🗌 MM	1	Denied		Denied	1
		Caparana hy Deh Date: 4/11/05 And	hanis_	Date:		Date: 4/4/6	B
						/ (	

#### CERTIFICATION

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in the application is issued, I certify that the code official's authorized representative shall have the authority to enter all areas covered by such permit at any reasonable hour to enforce the provision of the code(s) applicable to such permit.

SIGNATURE OF APPLICANT	ADDRESS	DATE	PHONE
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE		DATE	PHONE



# Signage/Awning Permit Application

If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

Tax Assessor's Chart, Block & Lot       Owner:       Owner:       Telephone:         Chart#       Block#       Lot#       Portland Stage Cowpany       Telephone:         37       A       22       Owner:       Portland Stage Cowpany       Telephone:         Lessee/Buyer's Name (If Applicable)       Contractor name, address & telephone:       Total s.f. of signage x \$2.00       For H.D. signage = Total         N/A       Portland Color       IV LNdUStrial Way       Total s.f. of signage x \$2.00       For H.D. signage = Total         Who should we contact when the permit is ready:       Camilla Backraats phone:       Total s.f. of signage x \$2.00         Who should we contact when the permit is ready:       Camilla Backraats phone:       Total Sec of work         Total Fee: \$       Total Fee: \$       Total Fee: \$         Who should we contact when the permit is ready:       Camilla Backraats phone:       TH-U-043 & 102         Lot Frontage (feet)       138.5'       Single Tenant or Multi Tenant Lot       Moutit tenant         Current Specific use:       Non profit       Professional       Theackr         Proposed awning? Yes       No       Dimensions proposed:       Depth:       Placual 28' about         Bidg. wall sign? (attached to bidg) Yes       No       Dimensions:       St.f.       Placual 28' about	Location/Address of Construction: 21-31 Forest Avenue							
$N/A \qquad \begin{array}{ c c c c c c c c c c c c c c c c c c c$	Chart# Block# Lot# 37 A 22	-		774-1043 x 102				
Tenant/allocated building space frontage (feet): Length: $132.5'$ Height $54'$ $54 = 74.74$ Lot Frontage (feet)	N/A Portl 14 Iv Port	and Color Idustrial Way land, ME 04103	Per s.f. plu For H.D. s Fee: \$_ Awning	s \$30.00/\$65.00 signage= Total  Fee= cost of work				
Current Specific use:								
Proposed awning? Yes No _X Is awning backlit? Yes No Height of awning: Length of awning: Depth: Is there any communication, message, trademark or symbol on it? Yes No If yes, total s.f. of panels w/communications, message, trademark or symbol: s.f. Information on existing and previously permitted sign(s): - Su discryption Freestanding (e.g., pole) sign? Yes No Dimensions: Uet 5 W208	Current Specific use:	Dimensions proposed:	Heigh					
	Proposed awning? Yes NoX Is awning backlit Height of awning: Length of awning: Is there any communication, message, trademark or symb If yes, total s.f. of panels w/communications, message, tra Information on existing and previously permitted sign( Freestanding (e.g., pole) sign? Yes No	P Yes No ol on it? Yes No ademark or symbol: s.f. s): Sue description Dimensions: [11]	F 	should 28' above				
A site sketch and building sketch showing exactly where existing and new signage is located must be provided. Sketches and/or pictures of proposed signage and existing building are also required Please submit all of the information outlined in the Sign/Awning Application Checklist.	Awning? Yes No Sq. ft. area of awning A site sketch and building sketch showing exactly whet Sketches and/or pictures of proposed signage and exis	e existing and new signage is lo ting building are also required	APAT ocated mus					

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information visit us on-line at <u>www.portlandmaine.gov</u>, stop by the Building Inspections office, room 315 City Hall or call 874-8703.

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code Official's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

Signature of applicant: Camilla J. Barrante	1 Date: 10/1/07-
B 3 multiment. This is not a permit; you may not commence A	NY work until the permit is issued.
- 1 por hunde + 1 per thank - 20 most - 6 proposed	6 pm point
- 5% of 7479 # = 373.95	each barner 3'XF12 241 X_6 OK.
	IYYA



# Signage/Awning Permit Application Checklist

All of the following information is required and must be submitted. Checking off each item as you prepare your application package will ensure your package is complete and will help to expedite the permitting process.

- Certificate of Liability listing the City as additional insured if any portion of the sign abuts or encroaches on any public right of way, or can fall into any public right of way.
- $\Box$  Letter of permission from the owner indicating the permissions granted and the tenant/space building frontage. We are owner.
- A sketch plan of lot indicating location of buildings, driveways and any abutting streets or rights of way, lengths of building frontages, street frontages and all existing setbacks. Please indicate on the plan all existing and proposed signs with their dimensions and specific locations. Be sure to include distance from the ground and building façade dimensions for any signage attached to the building.
- A sketch or photo of any proposed sign(s) indicating content, dimensions, materials, source of illumination, construction method as well as specifics of installation/attachment.
- □ Certificate of flammability required for awning or canopy.
- $\Box$  A UL# is required for lighted signs at the time of final inspection.
- Pre-application questionnaire completed and attached.
- Photos of existing signage uisible on photo
- Details for sign fastening, attachment or mounting in the ground.

Permit fee for signage or awning-with-signage: \$30.00 plus \$2.00 per square foot of sign.

Permit fee for awning-without-signage is based on cost of work: \$30.00 for the first \$1,000.00, \$10.00 per additional \$1,000.00 of cost.

Base application fee for any Historic District signage is \$65.00.

### Portland Stage Company 21-31 Forest Avenue

- Six Banners, constructed of outdoor vinyl, double-sided, hemmed with reinforced pole pockets.
- Size of banners 3' X 8'
- Illumination provided by existing spotlights, located on the ledge at the top of the first story.
- Design on banners included in the photo.
- Other signage on the building are the smaller signs hung in front of each tenant space on the ground floor. (See photo.)
  - o 21 Forest Avenue Chaba Thai Na Kornping Thai
  - o 23 Forest Avenue Bibo's Madd Apple Café 🕓
  - 25 Forest Avenue A Fine Thing
  - o 27 Forest Avenue Geo's Patisserie Café
  - 29 Forest Avenue Susan Maasch Fine Art
  - o 31 Forest Avenue Sanctuary Tattoo & Art Gallery
- Banners will be placed so that the bottom of the banners will be at 28' above grade and the tops at 36' above grade, measured from the center of the building front. They will be placed perpendicular to the building façade.

,

• Details of method of attachment are included in this packet.



Portland Stage Co.

## Windspill<sup>™</sup> Deluxe Adjustable Banner Hardware

Pictured are two #5501A Deluxe Adjustable Single Bracket Sets. These two sets will mount one banner up to 36" in width and 96" in length. Minimum  $2\frac{1}{2}$ " pole sleeves top and bottom are required.

BASE UNIT - Cast of 356 aluminum alloy with a T-51 heat treatment. Weight = 27 oz. The weight and design of the Base Unit provide a strong foundation for the mounting system.

- 1. The Base Unit is secured to a pole with a double wrap of 3/4" #206 stainless steel banding (note the guide channels at either end to prevent movement of the banding). Also, the Base Unit may be lag-bolted to a wood pole or a wall surface through the two 5/8" holes at either end. NOTE: If the Base Unit is lag-bolted to a surface, the Arm Unit will pass over the lag bolt heads for easy removal and adjustment.
- 2. Two 3/4" long x 3/8" diameter self-locking bolts pass through the adjustment slots in the Arm Unit and thread into the Base Unit, thereby, safely securing the Arm Unit to the Base Unit.
- 3. The "T" formation at the top of the Base Unit allows the Arm Unit to slide into the channels of the Base Unit. The weight of the Arm unit will hold it in the channel while the bolts are being installed.
- 4. The 3" width and 734" length of the Base Unit provide lateral and vertical stability for the system. The large surface area also allows a secure attachment to the pole or wall surface (ie: no "creeping" up or down or side-to-side movement on the pole).
- 5. The radius on the backside of the Base Unit is designed so it will fit snugly on 3<sup>1</sup>/<sub>4</sub>" diameter and larger round poles (including fluted poles). The flat edges on the backside allow the Base to securely mount to square and octagonal poles, or wall surfaces.
- 6. The Base Unit does not require a confusing "top end up" mount as with some systems on the market. Both ends are the same and it doesn't matter which end is up or down.



Copyright 2001, 2006. Windspill and Windspill Deluxe are registered trademarks of Windspill Products Company, Pacific Grove, California. U.S. Patent #5,463,973 Phone: 1-800-404-9511

Portland Stage Co.

# SPECIFICATIONS FOR THE WINDSPILL(tm) DELUXE BANNER MOUNTING SYSTEM (U.S. PATENT # 5,463,973)

#### **BASE UNIT (Product #5510)**

The Base Unit is to be constructed of heat-treated (T51), 356 aluminum alloy and to weigh a minimum of 27 oz..

The Base Unit must be able to be affixed to a minimum  $3 \frac{1}{2}$  diameter round pole or a minimum 3" square pole. A double layer of 3/4" stainless steel banding secured with 3/4" stainless steel buckles shall be the method of attachment to poles. The Base Unit must be able to be mounted either end up or down.

In addition, the Base Unit must also be able to be affixed to a flat surface or a wood pole with two lag bolts. NOTE: When affixed with lag bolts, the Arm Unit must be easily removable over the heads of the lag bolts.

The base unit shall serve as the deluxe attachment mechanism for the Arm Unit and the Flag Attachment Unit.

#### ARM UNIT (Product #5520)

The Pole Arm Unit is to be constructed of heat treated (T51), 356 aluminum alloy and weigh a minimum of 30 oz.. The Pole Arm Unit must clearly indicate on the face which end should face the banner for proper and easy installation.

It must be designed to securely interlock with the T-shaped Base Unit to form a complete, adjustable Deluxe Banner Mounting System that will accommodate a banner with up to a 20 sq. ft. surface area. The Arm Unit must be removable from the Base Unit from either direction (up or down), but not able to fall free from the base unit in case the attachment bolts are not properly tightened. It must be held securely to the base unit by tightening two 3/4" long self-locking hex washer flange bolts (steel zinc plated). There shall be two bolt slots that will allow the Arm Unit to be adjusted up to 2 inches (top and bottom) without rebanding the base unit. Moreover, the bolt slots shall allow the passage of lag bolts through the Arm Unit should it be desired to mount directly to a surface without the use of a Base Unit.

A banner tie down attachment shall be part of the Unit in order to tie a banner directly to the Arm Unit for safety purposes. The Pole Arm unit shall have a 1 1/2" deep casting to hold a 13/16" fiberglass pole arm securely with 2-part epoxy which eliminates the necessity of drilling or weakening the fiberglass arm. The fiberglass arm shall be of the proper length and strength to hold the banner taut in 60 mph or more winds without distortion, yet give enough to "spill" the wind force off the banner and then return to the original position. The Arm Unit shall hold the fiberglass rod at the proper angle (upper and lower) to mount the banner evenly taut across its entire surface. In addition, the Pole Arm Unit must be able to be mounted to a pole or flat surface by itself (without the use of a Base Unit) for temporary usage with banners up to 12.5 sq. ft. surface area. The Arm Unit shall incorporate a means of securely holding and guiding up to 3/4" wide banding should it be used in this manner.

The Deluxe Windspill(tm) Banner Mounting system shall be warranted for 5 full calendar years when properly installed.

#### Windspill Products Company

www.windspill.com Phone: 1-800-404-9511 Fax: 1-866-640-6608

Portland Stage Company

Site Plan

.



SITE ABSTRCT

Louis Solari Real Estate Appraisals

21

25A Forest Avenue PO Box 1458 Portland, Maine 04104



maine's premier professional theater

2007/2008 Season

The Piano Lesson by August Wilson September 25 to October 21

Indoor/Outdoor by Kenny Finkle October 30 to November 18

A Christmas Carol by Charles Dickens November 30 to December 24

**Fully Committed** by Becky Mode January 22 to February 17

Much Ado About Nothing by William Shakespeare February 26 to March 23

Magnetic North by William Donnelly April 1 to April 20

Doubt A Parable by John Patrick Shanley April 29 to May 25

phone 207.774.1043 fax 207.774.0576

box office 207.774.0465

info@portlandstage.com www.portlandstage.com

FAX

Date: <u>4/4/08</u> # of Pages: <u>2</u> To: City of Portand From: Camy \_\_\_\_\_ Phone: 207.774.1043 ext. \_\_\_\_\_ Phone:\_\_\_

Fax: 874-87/10 Fax: 207.774.0576

Attached please find the flammalicity arigicate for Portland Stage sign primet application dropped off today. Thank your

APR - 4 2003 .

# TECHNICAL DATA SHEET

## Jetflex FL

#### Description:

Jetflex<sup>\*</sup>FL white front-lit banner or billboard substrate produces true, vibrant, eye-catching colors without problems concerning fish-eyes, streaking, or color drift. Ink will not scretch off, and drying time is minimal. Jetflex<sup>\*</sup>FL is available in both matte and gloss finish in a wide selection of widths (from 30<sup>°</sup> or .76m)(Print Side Out 54<sup>°</sup>, and Print Side Out on 6<sup>°</sup> core 39<sup>°</sup>, 54<sup>°</sup>, and 64<sup>°</sup>) and lengths, also on Arizona cores. THE WIDER VERSION OF THE SAME PRODUCT IS CALLED NORMANDY PRO IN WIDTHS FROM 98<sup>°</sup> up to 16<sup>°</sup>4<sup>°</sup>(2.5m up to 5m). It is perfect for solvent or UV inks and screenprinting (in custom 902<sup>°</sup> or 275m. rolls).

#### Physical Properties

The following information on physical and chemical characteristics is based upon tests believed to be reliable. The values are intended only as a source of information. They are given without guaranty and do not constitute a warranty. The purchaser should independently determine, prior to use, the suitability of this material for his/her specific purpose. (Data represents averages and is not intended for use as a specification.)

CHARACTERISTICS	TEST METHOD	t.1ETRIC	ENGLISH
Support Cioth	DIN 6001	Polyester	Polyester
Yern cher	DIN 53830	1100 x 1100	1000 × 1000
Type of Conting	N/A	· PVC	PVO
Total Weight	DIN EN 180 2266-2	450 g/m²	13 oz/yd <sup>2</sup>
Width	DIN EN 150 2268-1	. 20m, .965m, 1.37m 1.52m, 1.4m, 1.83m, 2.03m alad, 965, 1.37 and 1.8m ps Arizona Cores	304, 38%, 54*, 60*, 63*, 724, 804 atro 38*, 54*and 63* on Arizona Cores
Tensile Strength	ISD <b>13934-199</b> 9	139 x 116 kgF/5cm	153 x 128 lbs/in
Ther Strength (werp/well)	180 1 <b>3937-3-</b> 2000	11 4 x 15.5 kg#/Som	53 x 45 ibs
Flame Reststance	DIN 4102	NEPA 701, CA Fire M	orstell, NYC (MEA)
Low Temperature (No Grask atj	ASTM 0 2137	-40°C	-40*F
Fungus Resistance	ASTM G21	Treni	led
Puncture Resistance	N/A	Yes	¥==
RF Woldable (Heat Sectable)	DIN 53334	Yes	Yes

1578 Sussex Turnpike, Bidg 4; Randolph, NJ, 07869 USA TEL: (973) 827-5608 FAX: (973) 827-5606 EMAIL; SALESQULTRAFLEXX.COM www.ultraflexx.com

APR - 4 2008

Client#: 7949	PORTSTA	
ACORD. CERTIFICATE OF LIABI		DATE (MM/DD/YYYY) 08/23/07
PRODUCER HRH Northern New England 959 Congress St Portland, ME 04102-2175	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFO ONLY AND CONFERS NO RIGHTS UPON THE CERTIFIC HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXT ALTER THE COVERAGE AFFORDED BY THE POLICIES	CATE END OR S BELOW.
207 553-2131	INSURERS AFFORDING COVERAGE	NAIC #
Portland Stage Company, Inc. P. O. Box 1458	INSURER B: United States Liability Insurance Gr INSURER C: Maine Employers Mutual Insurance Com	
Portland, ME 04104	INSURER D:	

#### COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

	COMMERCIAL GENERAL LIABILITY CLAIMS MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO- LOC	NPP1099221	07/01/07	07/01/08	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY	\$1,000,000 \$50,000 \$1,000 \$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO- POLICY LOC				MED EXP (Any one person) PERSONAL & ADV INJURY	\$1,000
	GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO- POLICY LOC				PERSONAL & ADV INJURY	
	POLICY PRO- JECT LOC					<b>↓↓↓↓↓↓↓↓</b>
	POLICY PRO- JECT LOC				GENERAL AGGREGATE	\$2,000,000
A					PRODUCTS - COMP/OP AGG	\$ <b>2,000,000</b>
	ANY AUTO	NPP1099221	07/01/07	07/01/08	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
	ALL OWNED AUTOS SCHEDULED AUTOS				BODILY INJURY (Per person)	\$
	X HIRED AUTOS X NON-OWNED AUTOS				BODILY INJURY (Per accident)	\$
					PROPERTY DAMAGE (Per accident)	\$
	GARAGE LIABILITY				AUTO ONLY - EA ACCIDENT	\$
	ANY AUTO				OTHER THAN EA ACC AUTO ONLY: AGG	\$ \$
В	EXCESS/UMBRELLA LIABILITY	CUP1005177E	07/01/07	07/01/08	EACH OCCURRENCE	\$ <b>1,000,000</b>
	X OCCUR CLAIMS MADE				AGGREGATE	\$ <b>1,000,000</b>
						\$
						\$
	X RETENTION \$ 10000				WC STATU- OTH-	\$
	(ERS COMPENSATION AND OYERS' LIABILITY	1810032441	06/01/07	06/01/08		- 500 000
	ROPRIETOR/PARTNER/EXECUTIVE				E.L. EACH ACCIDENT	\$500,000
If ves, o	describe under AL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	s500,000 s500,000
OTHER	R					

Proof of Insurance for Banners

City of Portland is hereby listed as an additional insured with respect to General Liability.

CERTIFICATE HOLDER	CANCELLATION
389 Congress Street	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>30</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER. ITS AGENTS OR
	AUTHORIZED REPRESENTATIVE

ACORD	25	(2001/08)	1	of 2
-------	----	-----------	---	------

#M210286

ACORD CORPORATION 1988

### IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

#### DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.