

NORTHERN ONTARIO HOCKEY ASSOCIATION

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www.noha-hockey.ca



NOHA Insurance Portal Walkthrough

Starting in the 2017/2018 season, the NOHA will now be processing all Insurance Certificate Requests through the Hockey Canada/BFL Online Portal.

All requests can be made through the following link:

https://sportscert.bflcanada.ca/?BRANCH=NOHA

Please ensure that all requests are made at least one (1) week prior to the event. All requests must be completed in full, including any additional documentation such as Rental Agreements, Terms of Use, etc. Any missing information will result in a delay processing the request.

Any questions regarding the Insurance Program and Certificates of Insurance can be directed to Kiersten Maitland at kmaitland@noha-hockey.ca

STEP by STEP

CLUB/TEAM/ASSOCIATION - OHF Certificate of Insurance Request Process

CLUB/TEAM/ASSOCIATION clicks on their branch's URL link

Once the COI Request is submitted, the M/P will approve it before the BRANCH does and then BFL will issue the COI.

Once issued, the certificate will be sent to the BRANCH who will forward it to the M/P then to the CLUB/TEAM/ASSOCIATION.

The process can take up to 5 business days.

CLICK ON « Submit a Certificate of Insurance Request »



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BFL CANADA Certificate Of Insurance Request



Submit a Certificate of Insurance Request

Fill out the fields and CILCK ON « NEXT »

BFL CANADA Certificate Of Insurance Request















Sports Home

Contact: (required)
Phone: (required)
Email: (required)

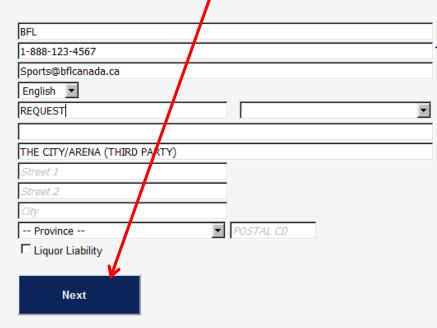
Certificate Language:

Association:

Club:

Certify To: (required)

Address:



The contact information is to reach the « requester » in case we have questions before issuing the COI







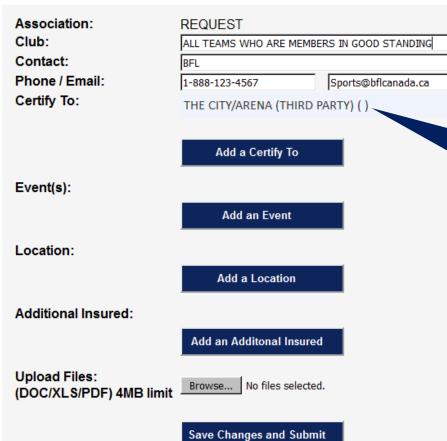








Liquor Liability



The « Certify to » area is already filled in. You can EDIT or DELETE if needed. If you want to add another one, click on « Add a Certify To »

Edit

Delete





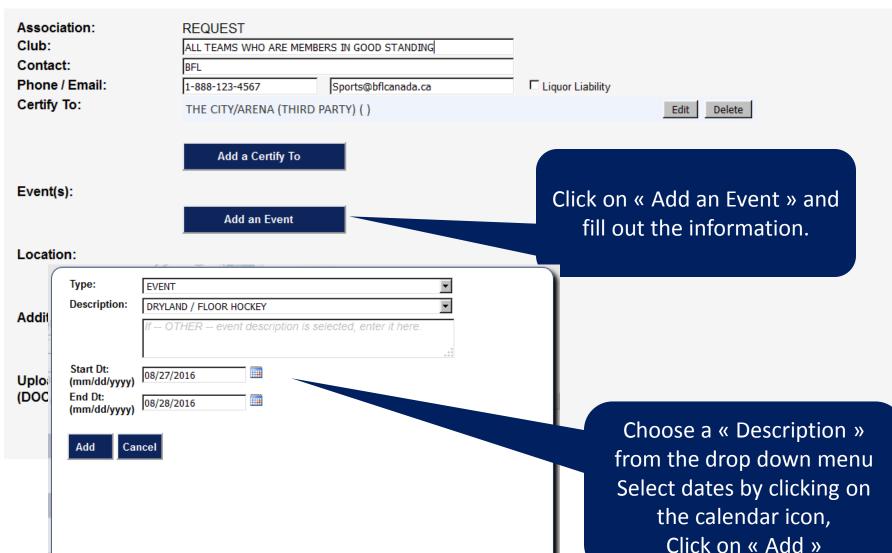
















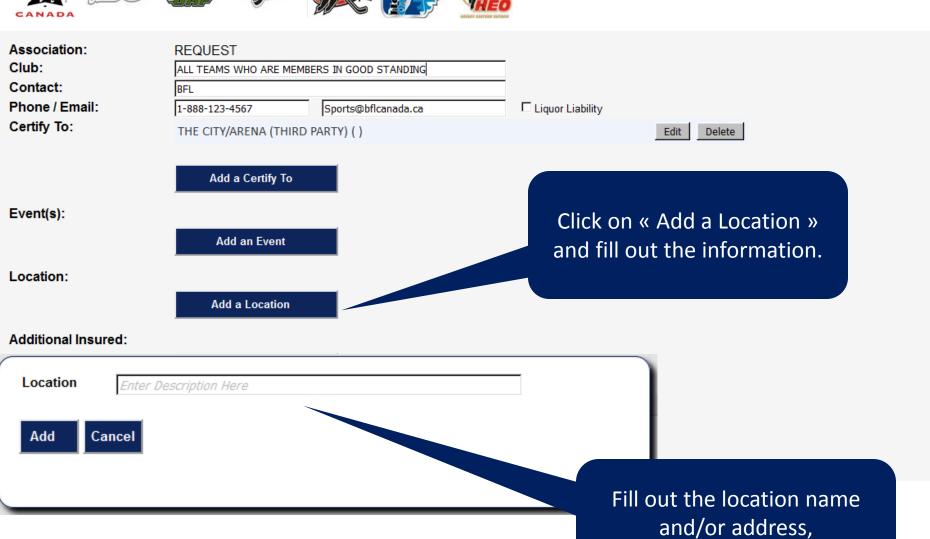












Click on « Add »





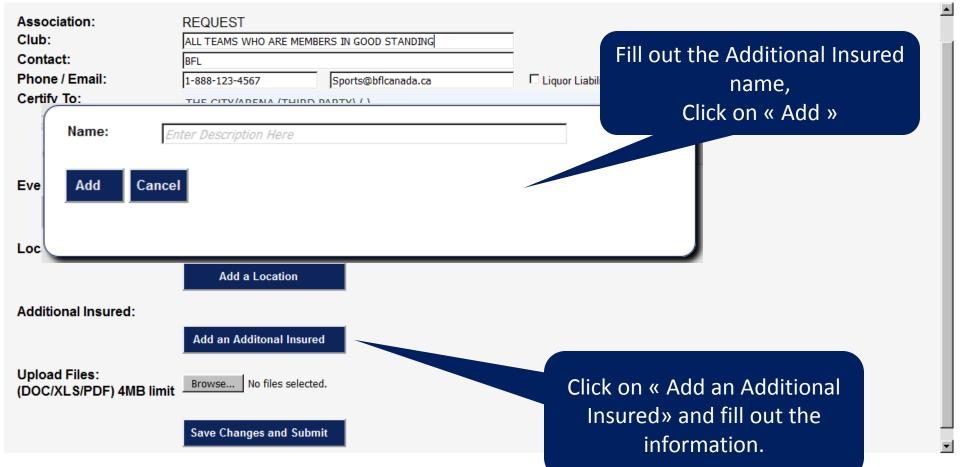














Additional Insured:

(DOC/XLS/PDF) 4MB limit

Upload Files:













Liquor Liability

Association:

Club:

Contact:

Phone / Email:

Certify To:

Add a Certify To

Add an Event

Add a Location

REQUEST

All TEAMS WHO ARE MEMBERS IN GOOD STANDING

BFL

1-888-123-4567

Sports@bflcanada.ca

THE CITY/ARENA (THIRD PARTY) ()

If you need to attach a contract or any other document to your request, you can by clicking on « Browse » and choose your file from your documents.

Click on « Save Changes and Submit »

Delete

Edit

Save Changes and Submit

Browse...

Add an Additonal Insured

No files selected.