

MEMORANDUM

TO: Whom It May Concern

FROM: Valley-Wide Recreation and Park District

SUBJECT: Standard Insurance Requirements

General Liability (GL) Insurance: The applicant shall procure and maintain, for the duration of the use period contemplated herein, commercial general liability insurance with coverage at least as broad as Insurance Services Office **Form CG 00 01**, in an amount not less than **\$2,000,000 per occurrence, \$4,000,000 general aggregate**, for bodily injury, personal injury, and property damage. The policy must include **contractual liability** that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted. Must also include **Form Number CG2010, Additional Endorsement** with Valley-Wide Recreation and Park District listed as Additional Insured. Certificates of Liability Insurance must be for an Occurrence Policy (not Claims-Made). Umbrella or Excess Liability Insurance is acceptable to fulfill the required liability limits. *If alcohol is sold during the permitted activity (District approval required), coverage must include full liquor liability.*

The policy shall be endorsed to provide **thirty (30) days' notice** to Valley-Wide Recreation and Park District of cancellation or any change of coverage or limits. **Cancellation Clause** must read as follows: "Should any of the above-described policies be cancelled before the expiration date thereof, the issuing company will mail a 30 days written notice to the certificate holder named".

The insurance provided must be **Primary and Noncontributory** and include endorsement. **General Liability and Workers Compensation** policies are to be endorsed to **Waive all Rights of Subrogation** against Valley-Wide Recreation and Park District.

No Blanket Endorsements will be accepted.

Renters who have employees are required to carry workers' compensation and have an agreement/endorsement of waiver of subrogation for workers' compensation for employee injury/illness.

Sports Organizations – If the use includes athletic activities, the Organization shall provide evidence that the CGL includes coverage for injuries to athletic participants and should also provide evidence of **Participant Accident Insurance**. Minimum coverage is **\$2M per Occurrence and \$4M in General Aggregate**.

Sexual Abuse or Molestation (SAM) Liability - If the work includes contact with minors, and the CGL policy referenced above is not endorsed to include affirmative coverage for sexual abuse or molestation, applicants shall obtain and maintain a policy covering Sexual Abuse and Molestation with a limit **no less than \$1M per Occurrence or Claim.**

The statement: **“Throughout Various Valley-Wide Recreation and Park District Facilities”** will need to be added to the Description of Operations Box on the certificate of Insurance. (This will cover the use of all facility sites within our District that may be requested)

Certificate Holder and Named Additional Endorsement should name:

Valley-Wide Recreation and Park District
It's Directors, Officers, Employees, and Agents
901 W. Esplanade Ave.
San Jacinto, CA 92582

Please Note: When submitting the Certificate of Insurance and Additional Insured Endorsement forms to Valley-Wide Recreation, please include the following information on a front cover page or envelope. This will ensure that the forms will be directed to the correct Valley-Wide Recreation site and Supervisor.

Facility: Menifee

ATTN: Tammy Allen

Phone Number: (951) 672-6744

Email: GoRecreation@ebix.com