# Certificate of Liability Insurance Requirements

## MEDIUM HAZARD USE

As required by your contract terms, a Certificate of Liability Insurance with Additional Insured Endorsement must be provided to us directly by your insurance agent. All sections must be completed as shown in the example below.

**DISCLAIMER:** PLEASE REFER TO THE AGREEMENT BETWEEN THE CITY OF PALMDALE AND THE CONTRACT HOLDER FOR SPECIFIC INSURANCE REQUIREMENTS, IT IS RECOMMENDED THAT THE CONTRACT HOLDER PROVIDE A COPY OF THE INSURANCE REQUIREMENTS IN THE CONTRACT TO THE INSURANCE COMPANY FOR REVIEW AND COMPLIANCE.

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## Certificate of Liability Insurance

**T&E (MM/DD/YYYY)**

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**CERTIFICATE OF LIABILITY INSURANCE**

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by the policies below. This certificate of insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. 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).

### Coverage

**Certificate Number:** XXXXXXXX  **Revision #:**

This is to certify that 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. Limits shown may have been reduced by paid claims.

**Producer Address**

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**Certificate Holder**

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**CANCELLATION**

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with policy provisions.

**Authorized Representative**

Authorized Representative’s Signature

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**City of Palmdale**

Department of Parks & Recreation

827 East Avenue Q-9

Palmdale, CA 93550

661/267-5611 • Fax 661/267-5636

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**Submit Certificate of Liability Insurance & Additional Insured Endorsement to:**

City of Palmdale

Department of Parks & Recreation

827 East Avenue Q-9, Palmdale, CA 93550

661/267-5611 • Fax 661/267-5636

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**See next page for required Additional Insured Endorsement sample.**

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Additional Insured Endorsement Requirements

You must submit your Additional Insured Endorsement with your Certificate of Liability Insurance. All sections must be completed as shown in the example below.

Please submit your Additional Insured Endorsement with the following requirements:

1. Policy Number(s) for Commercial Liability and Commercial Automobile Liability (mandatory). If serving or selling alcohol, include policy number for Liquor Liability (mandatory).

2. Commercial Liability and Commercial Automobile Liability. If serving or selling alcohol, Liquor Liability.

3. The City of Palmdale, Housing Authority, Palmdale Finance Authority, their officers, agents, employees and volunteers are named as additional insureds.

NOTE: Your insurance carrier must be located in and licensed to business in the State of California.