



INSURANCE REQUIREMENTS

Type of insurance Required: General Liability

Limits of Coverage:
Bodily Injury:
\$1,000,000 per occurrence / \$2,000,000 aggregate
Property Damage:
\$1,000,000 per occurrence
Personal Injury:
\$1,000,000 per occurrence

Additional Insured Required: The City of Concord, its officers, officials, agents, employees and volunteers must be named as additionally insured on the policy. **A copy of the *Additional Insured Endorsement* must be provided along with the *Certificate of Insurance*.**

Certificate Holder: The Certificate holder is:
City of Concord
1950 Parkside Drive, Concord CA 94519

Primary Insurance: The coverage must be primary insurance as to the City of Concord. Companies issuing such policies shall be liable up to the total amount of liability without right of contribution from the City of Concord or its insurers.

Description of Operations: The event/activity information (i.e. facility description, date & type of event/activity, expected attendance, etc)

Cancellation Notice: The City requires a 30-day cancellation notice.

- Proof of insurance must be provided on an **original** certificate of insurance
- This document must be signed (a stamped signature will suffice)
- **The “Additional Insured Endorsement” must accompany the “Certificate of Insurance”**

Mail / Fax / Email both documents:

City of Concord – Parks & Recreation, 1950 Parkside Drive MS/11, Concord, CA 94519
Fax: 925-671-3185 or email: Sports@cityofconcord.org

Drop off both documents:

City of Concord – Willow Pass Community Center, 2748 E. Olivera Rd., Concord, CA 94519

If you have additional questions regarding insurance requirements please call:

City Attorney’s Office: (925) 671-3160