



FACILITY RENTAL INSURANCE REQUIREMENTS

Name of permit Applicant (Individual or Company): _____

Insurance is being submitted for one special Event Permit yes No

Will liquor be served at the Special Event? Yes No

Without limiting PERMIT APPLICANT'S indemnification of the CITY, and during the term of this agreement, PERMIT APPLICANT shall provide and maintain at its own expense the below described programs of insurance. Such programs and evidence of insurance shall be satisfactory to the CITY and shall be primary to and not contributing with any other insurance or self-insurance program maintained by the CITY. Certificates or other evidence of coverage shall be delivered by hand, e-mail, fax or US mail to;

Certificate Holder Should Read: City Of Riviera Beach

Risk Management

2051 Martin Luther King Jr. Bld Suite 302
Riviera beach, Florida 33404

Such certificates or other evidence of coverage shall be delivered prior to commencing performance under this permit and shall contain the express condition that the CITY is to be given written notice of at least thirty (30) days in advance of any cancellation, non-renewal or material change of any insurance policy.

INSURANCE REQUIREMENTS FOR CORPORATIONS

Corporations are required to evidence the following insurance to the City;

<u>Coverage Type</u>	<u>Limit of Liability Required</u>
Commercial General Liability Each Occurrence	\$1,000,000 Aggregate \$2,000,000
Liquor Liability (required if liquor is served)	Each Occurrence \$1,000,000 Aggregate \$2,000,000

All insurance policies evidenced to the City shall name the City of Riviera Beach as an additional insured on a primary and non-contributory basis.

All insurance policies evidenced to the City shall contain a waiver of subrogation Endorsement in favor of the City of Riviera Beach.

All insurance companies providing coverage must have an A.M. Best rating of at least (A-/VI) or an equivalent rating given by recognized rating agency.

Companies evidencing insurance must provide the following documents to the City

1. This Cover Sheet with all of the questions above answered
2. A certificate of Liability Insurance naming the City of Riviera beach as an additional insured on a primary and non-contributory basis including a Waiver of Subrogation in favor of the City.
3. A copy of endorsement evidencing that additional Insured status has been provided to the

Individuals are required to evidence the following Insurance to the City; Insurance Coverage Type Limit of Liability Required

Personal Liability Insurance Each Occurrence \$300,000 (Including host liquor liability coverage is if liquor is served).

Individuals evidencing insurance must provide the following documents to the City;

1. This Cover Sheet with all of the questions above answered.
2. A Certificate of Liability Insurance naming the City of Riviera Beach as an additional insured.
3. Copy of all Waiver of Subrogation Endorsements for each line of coverage required.

Alternatively, Companies & Individuals may obtain liability insurance through TULIP (Tenant User Liability Insurance Program) established by the City at: www.ebi-ins.com/tulip

***The City of Riviera Beach reserves the right to require additional types of insurance coverage or higher limits of liability for any event. This determination will be made by the Risk Manager.**

Special events permit

Insurance requirements for Corporations

Insurance Requirements for Individuals