



City of Laguna Niguel INSURANCE REQUIREMENTS

To: Contract Instructor/ Facility User
From: City of Laguna Niguel Parks and Recreation Department
Subject: Insurance Requirements

The City of Laguna Niguel requires each organized activity taking place at any City Facility have insurance for said activity. The Certificate of Insurance must be on file at the City of Laguna Niguel City Hall or the Parks and Recreation Department prior to any permits or contracts being approved. The User Permit or Contract will be made invalid if such insurance lapses. The City requires a 30-day written notice of cancellation or no-renewal of insurance.

In your insurance policy state **ADDITIONAL INSURED** as follows:

City of Laguna Niguel, their officers, agents and employees.

Certificate Holder Address should list the following address:

30111 Crown Valley Parkway
Laguna Niguel, CA. 92677

Liability should include:

- **Bodily injury and property damage liability**
- **Product liability (food and drink) requested if food or beverage is served as part of the activity.**
- **Personal injury liability**
- **Fire legal liability**
- **Sexual abuse/molestation**

Cancellation Notification: The Certificate of Insurance must read as follows:

Should any of the above described policies be canceled before the expiration date thereof, the issuing company will mail 30 days written notice to the Certificate Holder named.

The City of Laguna Niguel will not accept in the Cancellation Notification the wording to read "endeavor to mail" or "failure to mail such notice shall impose no obligation or liability or any kind upon the company, its agents or representatives." It is acceptable to cross out this terminology directly on the certificate, however, the insurance broker must initial it.

Contract Classes and User Permit Programs:

Medium Hazard:	\$500,000
High Hazard/ All Athletic Groups:	\$1,000,000 & \$2,000,000 aggregate

Please **mail** or **email** a copy of the Certificate of Insurance to:

City of Laguna Niguel Parks and Recreation
atten: Derek Dillahunty
29751 Crown Valley Parkway
Laguna Niguel, CA 92677
Office: (949) 425-5100 / Fax: (949) 249-1115
ddillahunty@cityoflagunaniguel.org