LAKEWOOD CULTURAL CENTER

Certificate of Insurance Requirements

Any individual or organization renting the Lakewood Cultural Center Theater is required to hold a Certificate of Liability Insurance listing the City of Lakewood as an Additional Insured. The Certificate of Liability Insurance must include the following:

- 1. The named insured and the name on The City of Lakewood Licensee Agreement <u>must</u> match. Therefore, please advise the City as to the correct name of the Licensee when making contract arrangements.
- 2. The Certificate of Liability must reflect a policy number, not a binder number.
- 3. The Limits of Liability required are as follows:

General Aggregate	\$1,000,000
Products – Completed Operations Aggregate	\$1,000,000
Personal Injury	\$500,000
Each Occurrence	\$500,000
Damage to Premises Rented to You	\$100,000
Medical Expenses (Any One Person)	\$5,000

4. The wording listing the City of Lakewood as additionally insured must appear as follows:

The City of Lakewood, its officers, officials and employees are named Additional Insured.

5. The Certificate Holder should be listed as follows:

City of Lakewood Lakewood Cultural Center 470 South Allison Parkway Lakewood, CO 80226

The Certificate is due to the City of Lakewood is due not later than ten (10) business days prior to move-in for current tenants, and twenty (20) business days for new or past Tenants.