

## **Foothill College Insurance Requirements 2016-2017**

All outside groups and organizations must provide the college with a Certificate of Insurance for \$1 million dollars per occurrence and \$2 million in the aggregate listing Foothill-De Anza Community College District as additionally insured. The policy must be on file two weeks prior to the event start date, the same date as final payment is due.

1. A minimum of \$1,000,000.00 per occurrence and \$2,000,000 in the aggregate of general liability coverage is required of all renters who are not affiliated with Foothill-De Anza Community College District.
2. On a separate piece of paper, with the heading "Additionally Insured", the certificate must contain the following additionally insured statement worded in its entirety and exactly as follows:

"Foothill-De Anza Community College District its Board of Trustees, and the individual members thereof, all District officers and servants are named as additionally insured." must be named as additionally insured."

3. The certificate holder is:  
Foothill-De Anza Community College District  
12345 El Monte Road  
Los Altos Hills, CA 94022