



## Athletic Facility Rentals Insurance Requirements

The district requires all athletic facility renters to provide proof of a Comprehensive General Liability policy of not less than \$2,000,000 combined single limit per occurrence, and name Bend Park and Recreation District as additionally insured. A Certificate of Insurance (COI) is due no later than 30 days prior to your rental. Please reference the information below when speaking with an insurance provider.

### **ADDITIONAL INSURED LANGUAGE**

Certificate Holder Address on lower left corner must always state the following:

*Bend Park and Recreation District  
799 SW Columbia St.  
Bend, OR 97702*

### **LIABILITY COVERAGE**

Minimum amount of General Liability Coverage:

\$2,000,000 General Liability, Per Occurrence

OR

\$1,000,000 General Liability, Per Occurrence + \$1,000,000 Umbrella Liability, Per Occurrence

NOTE: *Per occurrence* is different than *general aggregate*. Please specify per occurrence.

### **DESCRIPTION OF OPERATIONS**

Please include the date, name of the 'Event' and location in the DESCRIPTION OF OPERATIONS box.

### **ALCOHOL CONSUMPTION**

Host Liquor Liability: If alcohol is being *served*, the renter is required to specify an additional rider for host liquor liability on the COI.

Liquor Liability: If alcohol is being sold, the renter is required to have the OLCC Liquor License present at the event and specify an additional rider for liquor liability on the COI.

### **FOR MORE INFORMATION PLEASE CONTACT**

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### **INSURANCE VENDORS**

General Liability Insurance for special events can be purchased online or over the phone from any of the following vendors:

**K&K Insurance**  
(877) 649-6404  
[www.kandkinsurance.com](http://www.kandkinsurance.com)

**R.V. Nuccio & Associates, Inc.**  
(800) 364-2433  
[www.rvnuccio.com](http://www.rvnuccio.com)