



TOWN OF FOUNTAIN HILLS

16705 E. Avenue of the Fountains, Fountain Hills, AZ 85268
480.816.5100 | Fax: 480.837.3145



INSURANCE LIMITS & STANDARD REQUIREMENTS

All event promoters, vendors selling products, vendors offering an onsite service and/or having animals as part of their booth/event, and all companies delivering equipment to the event site (town owned property), will be required to attach an original copy of a **Certificate of Insurance with corresponding policy pages** reflecting the Town of Fountain Hills' standard insurance requirements.

The certificate and policy standard requirements:

- **"The Town of Fountain Hills, its agents, representatives, officers, directors, officials, and employees"** must be named as "Additional Insured" on endorsement pages (not just the Certificate). All Certificate of Insurance policies must reflect this with the exception of workers compensation.
- Address information should read: **"Town of Fountain Hills, 16705 E Avenue of the Fountains, Fountain Hills, AZ 85268"**.
- The insurance certificate needs to be received by the Community Services Office **at least 60 days prior to the event**. The Town of Fountain Hills shall be notified at least **30 days prior to cancellation or alteration** of any insurance coverage. A 10-day notice of cancellation for non-payment of premium.
- **General provisions:** All coverage shall be notes as **"Primary"** and the Town's insurance shall be **non-contributory and noted on the policy pages**.
- **Commercial General Liability**
 - Insurance in the amount of **\$1 million** each occurrence combined single limit for bodily injury and property damage liabilities; **\$2,000,000** products and completed operations; and **\$2,000,000** general aggregate.
 - The insured as **"Primary"**; a **Waiver of Subrogation against the Town**;
 - Bodily Injury; Contractual; Independent Contractors Comprehensive Form; Product/Completed Operations Hazard; Premises Operation; Personal injury; Broad Form Property Damage
- **Business Automobile Liability** shall maintain coverage in the amount of **\$1,000,000** for owned, non-owned, and hired vehicles.
- **Workers Compensation Policies** shall maintain coverage in the amount of **\$500,000** for each accident; **\$500,000** for each disease for each employee; and **\$1,000,000** each disease policy limit.
- **Professional Liability.** **If this Agreement is the subject of any professional services** or work, or if the Vendor engages in any professional services or work in any way related to performing the work under this Agreement, the Vendor shall maintain Professional Liability insurance covering negligent errors and omissions arising out of the Services performed by the Vendor, or anyone employed by the Vendor, or anyone for whose negligent acts, mistakes, errors and omissions the Vendor is legally liable, with an unimpaired liability insurance limit of **\$2,000,000 each claim and \$2,000,000 annual aggregate**.