



LIABILITY INSURANCE REQUIREMENTS

All events held at the San José Convention and Cultural Facilities (SJCCF) are required to have liability insurance coverage. The primary purpose of this insurance is to cover the people who will be attending your event. This type of insurance does not cover such items as theft, malicious damage, worker's compensation or automobile insurance. California state law requires you to have worker's compensation insurance whenever anyone is working for you and/or automobile insurance whenever you or any of your employees are using a motor vehicle.

GENERAL LIABILITY COVERAGE AND ENDORSEMENTS REQUIRED

- ♦ \$1,000,000 Combined Single Limit
- ♦ Comprehensive Form
- ♦ Premises Operations
- ♦ Broad Form Property Damage
- ♦ Personal Injury
- ♦ Fire Legal Liability
- ♦ Additional Insured: Team San José and The City of San José, its officers, agents, employees and volunteers. Must include standard endorsement form CG 20111185 or equivalent.
- ♦ Additional Insured (if using the California Theatre or South Hall): Team San José, The City of San José and the Redevelopment Agency of San José, its officers, agents, employees and volunteers. Must include standard endorsement for CG 20111185 or equivalent.
- ♦ Policy is deemed primary insurance
- ♦ Policy will act for each insured and additional insured as if a separate policy had been written for each and will not act to increase the limits of liability under the policy
- ♦ A minimum of thirty (30) days notice of cancellation or changes of coverage

San José McEnergy
Convention Center

Civic Auditorium

Parkside Hall

Center for
Performing Arts

Montgomery Theatre

California Theatre

A standard form "Certificate of Insurance" is required and must include the name and date(s) of your event, including move-in and move-out dates and additional insured. Your Certificate of Insurance is due in our office sixty (60) days prior to move-in of your event.

Send your Certificate of Insurance to:
Team San José (Certificate Holder)
Attention: Sales Department
408 Almaden Boulevard
San José, CA 95110

Fax: 408-271-0799

Failure to show proof of insurance by submitting a valid Certificate of Insurance will result in the cancellation of your event.

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