



HUMAN RESOURCES/RISK MANAGEMENT DIVISION
INSURANCE REQUIREMENTS FOR SPECIAL EVENT AND TEMPORARY
STREET CLOSURE

Required Coverage:

- General Liability: \$1,000,000 per occurrence
\$2,000,000 aggregate
- Liquor Liability (only when alcohol is provided) \$1,000,000 per occurrence
\$2,000,000 aggregate

***Policy must be primary and non-contributory**

***Policy must contain a waiver of subrogation**

***A 30 day notice of cancellation (10 day for non-payment) must be provided.**

***The policies may not contain language which prohibits additional insured or other insurers from satisfying the self-insured retention or deductible.**

***All Self Insured Retentions must be listed on the certificate**

Required Documentation:

- A certificate of insurance listing the required coverage and naming the City of Roseville as Certificate Holder. The Certificate should be addressed to:

City of Roseville
Attn: Risk Management
311 Vernon St., Roseville, CA 95678

- Additional Insured Endorsement: CG 20 12 07 98 or an equivalent, blanket endorsement or section of the policy. Endorsement shall cover the City of Roseville, its officers, agents, employees and volunteers as additional insured.
- Waiver of Subrogation Endorsement
- Primary and Non-Contributory Coverage Endorsement – CG 20 01 04 13 or an equivalent

***NOTE: statements on the certificate of insurance in lieu of the documentation required above will not be accepted.**

Questions concerning any of the above should be directed to the Risk Management Division:

Phone: 916-774-5202/fax 916-774-5461 or email: riskmanagement@roseville.ca.us