



INSURANCE INFORMATION SHEET

PROJECT NAME: _____

JOB #: _____

I. GENERAL:

- A. Send this requirement sheet and all attached insurance documents to your insurance broker for immediate compliance.
- B. Certificates and endorsements must reference a specific job. "All Operations" certificates are not acceptable. Job number and project name is noted on the attached sample certificate and endorsement and must be included on the actual documents furnished.
- C. **Certificates and endorsements must be received and approved prior to any work being done by your personnel on the above project. No payment will be released until the insurance requirements are met.**
- D. ALL sub-subcontractors working on the jobsite must meet the same insurance requirements you do, prior to starting work on the site.
- E. Each Projects Insurance Limits are different depending on the Owner's requirements. Those limits will be sent with each new subcontract.
- F. All certificates shall indicate the coverage is provided on an "Occurrence" basis rather than on a "Claims-Made" basis which is not acceptable.
- G. The aggregate limits shall not be impaired except by occurrences related to this project.

II. SPECIFIC COVERAGE REQUIREMENTS:

- A. The Commercial General Liability box, Occurrence box and all of the dollar limit amounts under general liability must be filled in.
- B. The Automobile liability boxes must designate "Any Auto" which includes owned, non-owned and hired automobile liability.
- C. Workers' Compensation must show the Employer's Liability limits in the amounts required and show that the statutory benefits of the State of California are provided.
- D. Excess Liability, if carried or required beyond the minimum limits shown in the attachment, is to be shown.
- E. As respects to Workers' Compensation, a waiver of subrogation in favor of Bevilacqua & Sons, General Contractors, is required and must be evidenced by an endorsement to the Workers' Compensation policy and attached to the certificate of insurance.
WAIVER OF SUBROGATION IS REQUIRED: YES NO
- F. The additional insured endorsement (see example attached) must be attached to the certificate. Notation on the Acord form is not acceptable. The Primary Paragraph (or its equivalent), shown on the sample, must be noted on the endorsement form.
- G. A 30 day notice of cancellation or material change is required, and written or modified to a form which binds the insurer to provide such 30 day notice. For non-payment of premium, the standard 10 day notice is acceptable.
- H. Inception and expiration dates are required on all certificates along with the policy numbers.

III. COVERAGE LIMITS: (See attached COI for basic coverage Limits)

The above insurance requirements shall be considered minimum, and if there is a difference between these requirements and the Owner's requirements, the more stringent requirements shall apply.

In the event that you have any questions about fulfilling any of these requirements, please do not hesitate to contact our office. We look forward to working with you on this project.