

**SALT LAKE CITY CORPORATION  
DEPARTMENT OF AIRPORTS  
PO BOX 145550  
SALT LAKE CITY, UTAH 84114-5550  
CERTIFICATE OF INSURANCE CHECKLIST**

Certificates of Insurance must meet the required coverage and modifications. These special provisions are required by the Salt Lake City Attorney's Office. If these provisions are not included on the certificate from your insurance agent, they will have to be returned for corrections and could delay contract execution.

The following information must be included on the certificate:

**1. COVERAGE:**

- Commercial General Liability and Umbrella Liability insurance providing a \$5,000,000 per occurrence limit of liability, including coverage for products and completed operations.
- Business Auto Coverage Form providing a \$5,000,000 per occurrence limit of liability.
- Worker's Compensation in compliance with Utah State laws.

**2. CERTIFICATE HOLDER:**

**Salt Lake City Corporation** must be named as the Certificate Holder.

**3. ADDITIONAL INSURED:**

**Salt Lake City Corporation** must be named as additional insured per ISO endorsement.

**4. CANCELLATION PARAGRAPH:**

Thirty Days notice of cancellation is required.

**5. RATING**

Insurance companies **must** be listed on the Department of the Treasury's Fiscal Service List 570 **or** have an "A-" rating or better in Best's Key Rating Guide.

**6. ORIGINAL CERTIFICATE:**

The Certificate must bear the original signature of an authorized agent with any changes made on the certificate initialed.

Please forward a copy of this information to your insurance agent. If you, or your agent, have any questions, please feel free to contact Shauna Henderson, Property & Contract Specialist, at 801/575-2978, fax 801/575-2041, or e-mail: Shauna.Henderson@slcgov.com. Thank you for your assistance.