



Salt Lake City Corporation Insurance Checklist

PO Box 145550
Salt Lake City, UT 84114
P: 801-575-2922
F: 801-575-2041
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Certificates of Insurance must meet the required coverage & modifications. These special provisions are required by the Salt Lake City Attorney's Office. If these provisions are not included on the certificate, they will have to be returned for corrections & could delay contract execution.

The following information must be included on the certificates and endorsements:

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.
- Workers' Compensation insurance in compliance with Utah State laws.

2. Certificate Holder

- **Salt Lake City Corporation** must be named as the Certificate Holder.
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3. Additional Insured

- **Salt Lake City Corporation** must be named as additional insured per ISO endorsement for General and Automobile Liability Policies.

4. Notice of Cancellation

- Thirty days notice of cancellation is required for General, Automobile, and Umbrella Liability Policies.

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**.

Please forward a copy of this information to your/company insurance agent. Please contact the Administration & Commercial Services Division with any questions.