



SPECIAL EVENTS CERTIFICATE OF INSURANCE



Section 1 through 4 – to be completed and executed by the Insurer(s) or its Authorized Representative

THIS CERTIFICATE IS ISSUED TO: City of Vancouver, as represented by its Board of Parks & Recreation
2099 Beach Avenue, Vancouver, BC, V6G 1Z4

and certifies that the insurance policy (policies) listed herein has been issued to the Named Insured and is in full force and effect as of the effective date of the license, permit, or letter of permission described below.

1. **NAMED INSURED** (*Event Organizer/Sponsoring Organization must be the name of an individual or a legally incorporated company*)

ADDRESS _____

DESCRIPTION OF EVENT (as appears on the License, Permit, or Letter of Permission) _____

EVENT LOCATION(S) _____

2. **COMMERCIAL GENERAL LIABILITY INSURANCE (Occurrence Form)**

Including the following extensions:

√ Personal Injury	INSURER	_____
√ Property Damage including Loss of Use	POLICY NUMBER	_____
√ Products and Completed Operations	POLICY PERIOD	From _____ to _____
√ Cross Liability or Severability of Interest	Limits of Liability (Bodily Injury and Property Damage Inclusive) -	
√ Employees as Additional Insureds	Per Occurrence and In Aggregate	\$ _____
√ Blanket Contractual Liability	All Risk Tenants' Legal Liability	\$ _____
√ Non-Owned Auto Liability	Deductible Per Occurrence	\$ _____

3. **UMBRELLA OR** **EXCESS LIABILITY INSURANCE** **Limits of Liability (Bodily Injury and Property Damage Inclusive) -**

INSURER _____	Per Occurrence	\$ _____
POLICY NUMBER _____	Aggregate	\$ _____
POLICY PERIOD From _____ to _____	Self-Insured Retention	\$ _____

4. **POLICY PROVISIONS**

Where required by the governing license, permit or letter of permission, it is understood and agreed that:

- a) *The City of Vancouver, its Board of Parks & Recreation, Vancouver Police Board, their officials, officers, employees, servants, agents, and volunteers have been added as Additional Insureds with respect to liability arising out of any activities conducted by or in connection with the operation of the Named Insured.*
- b) *FIFTEEN (15) days written notice of cancellation or material change resulting in reduction of coverage with respect to any of the policies listed herein, either in part or in whole, will be given by the Insurer to the Holder of this Certificate; the exception is cancellation for non-payment of premiums in which case the applicable statutory conditions will apply.*
- c) *The insurance policy (policies) listed herein shall be primary with respect to liability arising out of the operation of the Named Insured pursuant to the governing license, permit or letter of permission. Any insurance or self-insurance maintained by the City of Vancouver, its Board of Parks & Recreation and Vancouver Police Board shall be in excess of this insurance and shall not contribute to it.*

SIGNED BY INSURER OR ITS AUTHORIZED REPRESENTATIVE _____

_____ Date _____
PRINT NAME OF INSURER OR ITS AUTHORIZED REPRESENTATIVE, ADDRESS, PHONE AND FAX NUMBER
