



**GoRecreation.org**  
AWARD WINNING CALIFORNIA PARKS

## MEMORANDUM

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TO: Whom It May Concern

FROM: Valley-Wide Recreation and Park District

SUBJECT: Insurance Requirements

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**General Liability Insurance:** The applicant shall procure and maintain, for the duration of the use period contemplated herein, commercial general liability insurance with coverage at least as broad as Insurance Services Office **Form CG 00 01**, in an amount not less than **\$1,000,000 per occurrence, \$2,000,000 general aggregate**, for bodily injury, personal injury, and property damage. The policy must include **contractual liability** that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted. Must also include **Form Number CG2010, Additional Endorsement** with Valley-Wide Recreation and Park District listed as Additional Insured. The policy shall be endorsed to provide **thirty (30) days' notice** to Valley-Wide Recreation and Park District of cancellation or any change of coverage or limits. *If alcohol is sold during the permitted activity (District approval required), coverage must include full liquor liability.*

The statement: "**Throughout Various Valley-Wide Recreation and Park District Facilities**" will need to be added to the Description of Operations Box on the certificate of Insurance. (This will cover the use of all facility sites within our District that may be requested)

**Certificate Holder and Additional Endorsement should name:**

Valley-Wide Recreation and Park District  
901 W. Esplanade Ave.  
San Jacinto, CA 92582

**Please Note:** When submitting the Certificate of Insurance and Additional Insured Endorsement forms to Valley-Wide Recreation, please include the following information on a front cover page or envelope. This will ensure that the forms will be directed to the correct Valley-Wide Recreation site and Supervisor.

**Facility:** All Menifee and Marion V Ashley **ATTN:** Lanay Negrete  
**Phone Number:** (951) 672-6744 **FAX:** (951) 672-6740  
**EMAIL:** Lanay@GoRecreation.org