INSURANCE REQUIREMENTS FOR FILMING & SPECIAL EVENTS

1. **General Liability (MUST name City of Glendale as Additional Insured on Endorsement)**
   - $1,000,000 Each Occurrence
   - $2,000,000 General Aggregate

2. An Additional Insured Endorsement is required naming the City of Glendale as an additional insured “The City of Glendale, and its officers, agents, employees, and representatives are included as additional insureds under the policy(s).” This insurance is primary to the coverage of the City of Glendale. The insurance company will not cancel, terminate, or reduce the insurance afforded under the policy unless 30 days notice of such cancellation, termination, or reduction has been mailed to the City of Glendale.

3. The endorsement must have the policy number printed on it even if there isn’t a designated space for it.

4. **Please note that the City’s Special Endorsement (L-15) is no longer acceptable.**

5. See attached for samples of acceptable endorsements.

6. Please be advised that additional insurance may be required based on the description of the event.

7. The Certificate Holder should appear as follows:
   - City of Glendale - Management Services
   - 613 E. Broadway, Suite 200
   - Glendale, CA  91206-4308
**CERTIFICATE OF LIABILITY INSURANCE**

**COMPANIES AFFORDING COVERAGE**

<table>
<thead>
<tr>
<th>COMPANY</th>
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<tbody>
<tr>
<td>A</td>
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<tr>
<td>B</td>
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<tr>
<td>C</td>
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<tr>
<td>D</td>
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</tbody>
</table>

**COVERAGES**

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain. The insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Limits shown may have been reduced by paid claims.

<table>
<thead>
<tr>
<th>CO LTR</th>
<th>TYPE OF INSURANCE</th>
<th>POLICY NUMBER</th>
<th>POLICY EFFECTIVE DATE (MM/DD/YY)</th>
<th>POLICY EXPIRATION DATE (MM/DD/YY)</th>
<th>LIMITS</th>
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<tbody>
<tr>
<td></td>
<td>GENERAL LIABILITY</td>
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<td></td>
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<td>COMMERCIAL GENERAL LIABILITY</td>
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<td>PRODUCTS-COMP/POP AGG</td>
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<td>OWNER'S &amp; CONTRACTOR'S PROPERTY</td>
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<td>PERSONAL &amp; ADV INJURY</td>
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<td>INCLUDED ATHLETIC PARTICIPANTS</td>
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<td>EACH OCCURRENCE</td>
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<td></td>
<td>FIRE DAMAGE (Any one fire)</td>
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<td>MED EXP (Any one person)</td>
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<td>AUTOMOBILE LIABILITY</td>
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<td>HIRED AUTOS</td>
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<td>NON-OWNED AUTOS</td>
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<td></td>
<td>GARAGE LIABILITY</td>
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<td>ANY AUTO</td>
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<td>EXCESS LIABILITY</td>
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<td>UMBRELLA FORM</td>
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<td>OTHER THAN UMBRELLA FORM</td>
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<td></td>
<td>WORKER'S COMPENSATION AND EMPLOYERS' LIABILITY</td>
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<td></td>
<td>THE PROPRIETOR/PARTNERS/EIXECUTIVE OFFICERS ARE</td>
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**DESCRIPTION OF OPERATIONS/LOCATIONS/Vehicles/SPECIAL ITEMS**

By the attached endorsement(s): the City of Glendale, its officers, agents, employees, and representatives are added as additional insureds under the policy(s); this insurance is primary; the City's insurance or self-insurance is non-contributory; the insurance afforded under the policy(s) applies separately to each insured against whom a claim is made or a suit is brought; and the issuing company shall mail 30 days advance notice to the City for any policy cancellation, termination, or reduction of coverage.

**CERTIFICATE HOLDER**

CITY OF GLENDALE - MANAGEMENT SERVICES
613 E. BROADWAY, SUITE 200
GLENDALE, CA 91206-4308

**AUTHORISED REPRESENTATIVE**
THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – STATE OR GOVERNMENTAL AGENCY OR SUBDIVISION OR POLITICAL SUBDIVISION – PERMITS OR AUTHORIZATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

State Or Governmental Agency Or Subdivision Or Political Subdivision:

CITY OF GLENDALE, CA
613 E. BROADWAY, SUITE 200
GLENDALE, CA 91206-4308

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured any state or governmental agency or subdivision or political subdivision shown in the Schedule, subject to the following provisions:

1. This insurance applies only with respect to operations performed by you or on your behalf for which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization.

However:

a. The insurance afforded to such additional insured only applies to the extent permitted by law; and

b. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

2. This insurance does not apply to:

a. “Bodily injury”, “property damage” or “personal and advertising injury” arising out of operations performed for the federal government, state or municipality; or

b. “Bodily injury” or “property damage” included within the “products-completed operations hazard”.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.
THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

CITY OF GLENDALE, CA
613 E. BROADWAY, SUITE 200
GLENDALE, CA 91206-4308

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.