

IMPORTANT - NOTICE OF INSURANCE CERTIFICATE REQUIRED

THE COVERAGE INDICATED BELOW MUST be provided through an insurance company which carries an A.M. Best rating of no less than "A-" "VIII". A certificate indicating this coverage with separate Additional Insured Endorsement shall be on file in our office **PRIOR TO COMMENCEMENT OF THE WORK**, and shall provide for thirty (30) days prior written notice of cancellation or reduction of coverage.

PAYMENT WILL BE WITHHELD for work performed under your Service Contract until evidence of **ALL** insurance coverages required is received by C B Richard Ellis.

The **MINIMUM REQUIREMENTS ACCEPTABLE** are:

1 **COMMERCIAL GENERAL LIABILITY** **\$1,000,000 each occurrence**
 Bodily Injury and Property Damage **\$2,000,000 aggregate**

2 **AUTOMOBILE LIABILITY COVERAGE** **\$1,000,000 combined single**
 Bodily Injury and Property Damage **limit each occurrence**

This coverage must include coverage for Owned, Hired and Non-Owned Vehicles. If no owned vehicles, Hired and Non-Owned coverage is required.

3 **WORKERS' COMPENSATION** **STATUTORY REQUIREMENTS**
 EMPLOYER'S LIABILITY LIMIT **\$1,000,000**

Statutory coverage as required by state in which the work is to be performed. If you are self-employed with no other employees, a qualified self-insured, or not required to carry Workers' Compensation, you must submit a letter stating this, or a copy of your certificate of self-insurance. A Waiver of Subrogation endorsement issued in favor of C B Richard Ellis and Owner must be attached to the certificate.

4 **ADDITIONAL INSURED ENDORSEMENTS** - (Form "B" CG 2010 107/04 or equivalent and CG 20 37 07/04). The terms of your Service Contract require you to name C B Richard Ellis and Owner (insert legal entities named on contract) as an **Additional Insured on the endorsements to your policy (attached to the certificate)**. The endorsements may include the following clause, or a separate endorsement may be issued. **This endorsement must be attached to the certificate:**

PRIMARY COVERAGE

"The insurance afforded by this policy for the additional insured(s) is primary insurance and any other insurance maintained by or available to the additional insured(s) is non-contributory"

Note: We ask the additional insured endorsement provide coverage for "all completed operations" and "all on-going operations performed for C B Richard Ellis and Owner (insert legal entities named on contract)" in order to minimize paper work for you and us.

5 **INCREASED LIABILITY COVERAGE (Excess/Umbrella)**
 Due to the size and nature of this project the minimum limits of liability for insurance shall be in excess of our standard requirements above. These minimum limits are to be: \$ _____ for _____.

PROFESSIONAL LIABILITY

This coverage must include damages by reason of any act, error, or omission committed or alleged to have been committed by the consultant or anyone for whom the consultant is legally liable, including contractual liability coverage sufficient to cover the liability assumed as indicated: \$ _____.