



## INSURANCE REQUIREMENTS FOR FACILITY RENTALS

In conjunction with entering into a Facility Use Agreement, all entities (Users) desiring to rent facilities at Glendale Community College must provide a certificate of insurance prior to occupying the premises. Glendale Community College is a subdivision of the Maricopa County Community College District.

1. **Indemnification.** To the fullest extent permitted by law, User shall defend, indemnify, and hold harmless Maricopa County Community College District (MCCCD) and its agents, officers, officials, employees and volunteers from and against all claims, damages, losses and expenses (including but not limited to attorney fees and court costs) arising from the acts, errors, mistakes, omissions, or use of facility by User, its agents, officers, employees or contractor/sublessee.
2. **Insurance.** A User who is not a public entity shall maintain, during the term of the Facility Use Agreement, insurance policies described below issued by companies licensed in Arizona with a current A.M. Best rating of A-VIII or better. User will furnish the college/district with certificates of insurance evidencing the coverage, conditions, and limits required as follows:
  - a. **Commercial General Liability** insurance to include bodily injury, property damage, and broad form contractual liability coverage, including but not limited to, the liability assumed under the indemnification provisions of the Agreement.

i. General Aggregate	\$2,000,000
ii. Products – Completed Operations Aggregate	\$2,000,000
iii. Personal and Advertising Injury	\$1,000,000
iv. Damage to Rented Property	\$50,000
v. Each Occurrence	\$1,000,000
  - b. **Commercial Automobile Liability** (if applicable) insurance with a combined single limit for bodily injury and property damage of not less than \$1,000,000 per occurrence with respect to User's owned, hired, and non-owned vehicles.
  - c. **Worker's Compensation** (if applicable) insurance with limits statutorily required by any Federal or state law and **Employer's Liability** insurance of not less than \$100,000,000 for each accident, \$100,000,000 disease for each employee, and \$100,000,000 disease policy limit.

The insurance policies, except Worker's Compensation and Professional Liability, if applicable, must be endorsed with the following language or its equivalent:

*Maricopa County Community College District its agents, officers, officials, employees and volunteers are hereby named as additional insureds as their interest may appear.*

The **Certificate Holder** must be stated on the certificate as:

MCCCD Risk Manager  
2411 W. 14<sup>th</sup> Street  
Tempe, AZ 85281-6942

Certificates should be emailed to:

- [event.services@gccaz.edu](mailto:event.services@gccaz.edu)
- [insurancecertificates@domail.maricopa.edu](mailto:insurancecertificates@domail.maricopa.edu)