

## MOUNTAIN VIEW-LOS ALTOS UNION HIGH SCHOOL DISTRICT 1299 Bryant Avenue, Mountain View, CA 94040

## RESTRICTIONS AND CONDITIONS OF USE OF FACILITIES INSURANCE REQUIREMENTS

By order of the Board of Trustees, all organizations or individuals requesting use of district facilities shall provide verification of liability insurance prior to using those facilities. Both the district and persons or groups requesting use of district facilities have liability exposure.

The district's liability insurance does not extend coverage to persons/groups other than the district's Board of Trustees, employees, agents, and volunteers who are engaged in official district activities. Thus, persons or groups that are using district facilities for other than official district activities must obtain their own liability insurance and provide a certificate of such insurance prepared in accordance with the following instructions. Liability coverage shall be at least as broad as Insurance Services Office Form CG 00 01 covering Commercial General Liability on an occurrence basis, including property damage, bodily injury, products-completed operations and personal & advertising injury.

## The insurance certificate must include:

1. Certificate Holder: Mountain View-Los Altos Union High School District

1299 Bryant Ave.

Mountain View, CA 94040

2. An Additional Insured Endorsement to the policy naming the "Mountain View-Los Altos Union High School District, its Board of Trustees, employees, agents, and volunteers as additional insured" and the endorsement shall state "the district's insurance shall be considered excess insurance and will not respond until all primary insurance has been exhausted." This must be a separate endorsement page.

## Minimum limits of liability per occurrence:

Liability exposure may range from a low level (such as a community advisory council meeting) to a high level (such as a carnival). The district reserves the right to determine the limits of liability required.

No physical activity involved and/or small group \$500,000 per occurrence limit

Physical activity involved and/or medium-size group \$1,000,000 per occurrence limit

High risk activity and/or large group \$3,000,000 per occurrence limit

If a general aggregate limit applies, the general aggregate limit shall be twice the required occurrence limit.

For some persons or very small groups whose activities in district facilities will entail a very low level of risk, the district may, at its discretion, allow substitution of a waiver of liability and hold harmless signed by each participant in the activity.