

## INSURANCE REQUIREMENTS

All groups must sign a Rental Agreement and must furnish liability insurance prior to approval for use.

Any organization using school facilities must provide an original Certificate of Insurance, with Pontiac School District named as the Certificate Holder, indicating a minimum of \$1,000,000 Combined Single Limit for Bodily Injury and Property Damage Liability coverage. In addition, Pontiac School District must be named as an additional insured on this policy.

Each insurance policy must require that the insurer send notice to Pontiac School District Rental Office, as follows:

- A. Access to the facility shall not be permitted until the application, payment and insurance has been screened and approved.
- B. Certificate is completed by renter's insurance company or designee.
- C. Certificate is provided by an insurer admitted to do business in Michigan or written through a Michigan broker.
- D. 30 day notice of cancellation

***Cancellation of insurance also voids the rental contract until proof of insurance can be provided to Pontiac School District.***

### Insurance for Building Renters

General Liability	Each Occurrence	1,000,000
	Personal & ADV injury	1,000,000
	Damage to rental premises	1,000,000
	MED expense (any 1 person per incident)	5,000
	Products-COMP/OP AGG	1,000,000
	General Aggregate	1,000,000

The address of the location must be listed and the dates of the event/s.