Tigard-Tualatin School District 23J
After-School Activity Application 2026-2027

Application instructions and checklist:

A complete application must include all the following:

- ✓ Application filled out in full and signed (including confirmed approval from building use secretary in Section 1.)
- ✓ List of instructors. All instructors must complete the background check and fingerprinting requirements for final approval. (see attached form)
- ✓ Insurance certificate that meets all requirements. (see attached sample copy)
- ✓ $25.00 Application fee.
  - Application fee is non-refundable and non-transferable.
  - A separate application and fee must be submitted for each course at each location. (i.e. if you are holding two courses at one location, two separate applications and fees need to be submitted).
  - Any outstanding Facility Use invoices must be paid for final approval.
- ✓ Active account in the District booking system, Mazevo (if you are a new provider to the District please see instructions below in the Facility Reservation section to request an account)

Please see attached sheet "List of Term Dates and Deadlines" for application deadlines and available dates. If TTSD closes due to inclement weather or any emergency closure, all facility use is canceled.

Submit completed application packet to Shana Beckman, sbeckman@ttsd.k12.or.us (503) 431-4087.

1. APPLICANT & COURSE INFORMATION

Applicant/Organization: _____ Contact: _____

Phone: _____ Email: _____

Billing Address: _____

City/State: _____ Zip Code: _____

Alternate Contact Person: _____ Phone: _____ Email: _____

Select one:

☐ Applicant is a corporation, limited liability company or a partnership authorized to do business in the State of Oregon and thereby has workers' compensation insurance coverage.

☐ Applicant is a sole proprietor working as an independent contractor and thereby does not have Workers' Compensation insurance coverage.

School requested: _____ Start Date: _____ End Date: _____

Day(s) of Week: M _____ T _____ W _____ TH _____ All classes start at 2:30 and end at 3:30

After School Activity: _____ Number of people using facility: _____

Facilities requested for use: Classroom _____ Library/Media Center _____ Field _____ Gym _____

Did building use secretary preapprove this after-school activity? Y _____ N _____ Class Fee_____

2. **FACILITY RESERVATION**: Once your application has been accepted you will need to reserve your activity dates and locations through our booking system Mazevo. No new bookings will be approved if there are outstanding invoices from previous bookings.
    - To request an account visit: https://ttsd.mymazevo.com/. If you need additional assistance creating a Mazevo account please call 503-431-4087.
    - After your account has been approved you may enter your facility use requests. *Requests on the booking system must be made at least 14 days in advance of the first ASA date*

If classes are canceled due to lack of enrollment, please notify the facility use coordinator, school, and parents at least one week prior to the intended start date of the class.

3. INSURANCE & INDEMNIFICATION

Insurance. The District requires Certificate of Insurance for all groups using District property. The application cannot be approved until TTSD receives certificate(s) of insurance demonstrating applicant meets all of the insurance requirements. Each provider of certificate or policy holder shall provide there shall be no cancellation, termination, material change or reduction of limits of the insurance without prior written notice to TTSD. For all general liability coverage, the certificate shall also provide an endorsement to this effect and name TTSD as additional insured with respect to Vendor's services provided under the application. (A sample is attached)

a. Tigard-Tualatin School District must be listed as the certificate holder and additional insured with endorsements: Tigard-Tualatin School District, 6960 SW Sandburg Street, Tigard, OR 97223.
b. Insurance Requirements: General Liability: $2,000,000/occurrence $3,000,000/aggregate, Auto Liability: $1,000,000, Professional Liability ($1,000,000) may be required if applicable.
    i. Gap in insurance amounts can be covered by Umbrella Liability Coverage (example, if you have $1M/occurrence, $2M/aggregate, & $1M Umbrella - the coverage would be adequate.)
    ii. If auto insurance is not included in the liability insurance and the vendor will be driving onto TTSD property, a copy of the auto insurance card(s) is required for all persons that will be driving onto district property.
    iii. For questions regarding insurance coverage or sole proprietor exceptions, contact Tara Baumann at tbaumann@ttsd.k12.or.us or 503-431-4076.
c. Licensee shall maintain Sexual Abuse and Molestation Liability Insurance coverage with limits of not less than $2,000,000 per occurrence and in the aggregate. Such coverage may be provided by endorsements to the Commercial General Liability policy or by a separate policy provided that the required coverage limits are met, the policy remains in effect for the full term of the agreement, and the coverage is acceptable to the District.

Facility user agrees to comply with all regulations governing the use of the facilities including but not limited to, no alcohol, no tobacco products and no food or drinks other than water in the gyms as established by the Board of Directors of Tigard- Tualatin School District 23-J, including OR-OSHA and state fire marshal regulations. The undersigned will exercise due care in the use of the facilities and pay for such damages as may arise from such use. The undersigned is solely responsible for loss, damage, accidents and personal injury arising out of use of the facility.

Indemnity. Applicant agrees that if a permit is issued hereto, applicant will provide supervisory, monitoring, safety and other personnel reasonably necessary to protect persons and property involved in applicant's activities pursuant to permit hereunder. Applicant further agrees to save, hold harmless and indemnify Tigard-Tualatin School District 23J, its Board of Directors, officers, agents and employees for and from all claims, demands, liabilities, and obligations, including attorney fees and costs, that they may be required to pay by reason of or incident to the use of the District's facilities by applicant.

4. INFORMATION ABOUT YOUR RENTAL

In the event of a building closure due to inclement weather or an emergency, the information will be posted on the FlashAlert.net site. You can receive an immediate announcement by signing up for a Flash Alert message.

- No alcohol or smoking allowed on district property.
- All multiple date users must pay ¾ of the estimated fees at least 5 days prior to start date.
- Most reservations will include a 15 min set up and take down time. Additional fees will be assessed if user goes beyond reserved times listed on confirmation.
- No food or drink other than water is allowed in all Elementary and Middle School gyms.

5. INSTRUCTOR INFORMATION (MUST BE COMPLETED, list ALL instructors - attach additional page if needed)

Criminal History Background Check & Fingerprint-Based Criminal Records Check

1. All instructors working in the after-school activity are required to complete a criminal history background check every year (not per session). This can be completed by logging in to **https://helpcounter.net/ttsd/hr**. Select Contractor on the drop down list.
2. In addition to the criminal history background check, TTSD requires a fingerprint-based criminal records check for all instructors.
    - *If fingerprinting has already been completed by TTSD you do not have to repeat the process. If fingerprinting was previously completed by another school district, the records may be transferable. To request records transfer complete the School District Fingerprint Verification form & submit with application.*
    - *Instructors who are currently enrolled in the Central Background Registry with the Oregon Department of Education Early Learning Division Office of Childcare with an enrollment date after 1/01/2017, both background check and fingerprinting are covered. An enrollment date prior to 1/01/2017 covers background check only so fingerprinting will be necessary. *Submit copies of enrollment letters with application*
3. Visit **www.fieldprintoregon.com** and create an account
4. Use TTSD code **FPTigardTualatinSD23J** (case sensitive).
5. Pay $12.50 online.
6. List your position as CONTRACTOR.
7. Make an appointment and get fingerprinted.

Applications cannot be approved until we have verified results.

Costs to pay TTSD: $8.88 each background check, $70.00 each fingerprint.
Remit check to: Tigard-Tualatin School District, Attn: Business Office, 6960 SW Sandburg St., Tigard, OR 97223

Instructors NAME	Returning Instructor?	Dates Fingerprinting and Background checks were completed	Business Office Use Only		
			B.G. Check	ODE Verif	Finger prints

If individuals were previously fingerprinted through the Oregon Department of Education, we can request the records rather than having them resubmit. Please complete the information below for those applicable.

1. Name: _____ Birth Date: _____ Verified: _____ _____

   Previous School District that completed the fingerprints: _____
   Fingerprinted as (check one): ☐contractor ☐employee ☐volunteer

2. Name: _____ Birth Date: _____ Verified: _____ _____

   Previous School District that completed the fingerprints: _____
   Fingerprinted as (check one): ☐contractor ☐employee ☐volunteer

3. Name: _____ Birth Date: _____ Verified: _____ _____

   Previous School District that completed the fingerprints: _____
   Fingerprinted as (check one): ☐contractor ☐employee ☐volunteer

4. Name: _____ Birth Date: _____ Verified: _____ _____

   Previous School District that completed the fingerprints: _____
   Fingerprinted as (check one): ☐contractor ☐employee ☐volunteer

5. Name: _____ Birth Date: _____ Verified: _____ _____

   Previous School District that completed the fingerprints: _____
   Fingerprinted as (check one): ☐contractor ☐employee ☐volunteer

6. Name: _____ Birth Date: _____ Verified: _____ _____

   Previous School District that completed the fingerprints: _____
   Fingerprinted as (check one): ☐contractor ☐employee ☐volunteer

7. Name: _____ Birth Date: _____ Verified: _____ _____

   Previous School District that completed the fingerprints: _____
   Fingerprinted as (check one): ☐contractor ☐employee ☐volunteer

Submission of this application does not guarantee activity and/or facility use. Program & space reservation will be issued through written confirmation only after the Facility Use Coordinator & Business Office have approved the application. Confirmation will provide actual dates approved, estimated fees and all payment information. Applicant is responsible for informing all participants of District guidelines and payment of fees.

*All cancellations must be made 48 working hours in advance of event or you will be billed for time reserved. *

Signature: _____ Date: _____

Printed Name: _____ Title: _____

Please make checks out to Tigard-Tualatin School District and mail to:

Application fee of $25.00 to **Attn: Shana Beckman at TTSD, 6960 SW Sandburg Street, Tigard, OR 97223*

Background checks $8.88 each, Fingerprinting $70.00 each to **Attn: Business Office at TTSD, 6960 SW Sandburg Street, Tigard, OR 97223*

FOR OFFICE USE ONLY: COI Received? YES NO Expiration date: _____

Instructor background checks verified: YES NO _____ By: _____

Fingerprints verified: YES NO _____ By: _____

Application fee paid? YES NO Check# _____ Background/fingerprint fees paid? YES NO Check# _____

Facilities APPROVED? YES NO By: _____ Business Office APPROVED? YES NO By: _____

TTSD After School Activities 2026-2027

List of Term Dates and Deadlines

Fall

Application Deadline August 28, 2026

10 Weeks

MON	TUES	WED	THURS
9/28	9/29	9/30	10/1
10/5	10/6	10/7	10/8
10/12	10/13	10/14	10/15
10/19	10/20	10/21	10/22
10/26	10/27	10/28	1029
11/2	11/3	11/4	11/5
11/9	11/10	11/11	11/12
11/16	11/17	11/18	11/19
11/23	11/24	11/25	11/26
11/30	12/1	12/2	12/3
12/7	12/8	12/9	12/10

*no classes week of Thanksgiving

Winter

Application Deadline December 4, 2026

10 Weeks

MON	TUES	WED	THURS
1/4	1/5	1/6	1/7
1/11	1/12	1/13	1/14
1/18	1/19	1/20	1/21
1/25	1/26	1/27	1/28
2/1	2/2	2/3	2/4
2/8	2/9	2/10	2/11
2/15	2/16	2/17	2/18
2/22	2/23	2/24	2/25
3/1	3/2	3/3	3/4
3/8	3/9	3/10	3/11

Spring

9 Weeks

Application Deadline February 26, 2027

MON	TUES	WED	THURS
3/29	3/30	3/31	4/1
4/5	4/6	4/7	4/8
4/12	4/13	4/14	4/15
4/19	4/20	4/21	4/22
4/26	4/27	4/28	4/29
5/3	5/4	5/5	5/6
5/10	5/11	5/12	5/13
5/17	5/18	5/19	5/20
5/24	5/25	5/26	5/27

Dates in red are blackout and non-school days not available to schedule or eligible for makeup sessions

We build one week into the end of each term for makeup days due to inclement weather cancellations.

If classes are cancelled due to lack of enrollment, please notify the facility use coordinator, school, and parents at least one week prior to the intended start date of the class. If the facility use coordinator is not notified you will be responsible for charges. It is not up to the school secretary to notify the district office that you are cancelling classes.

TIGARD-TUALATIN SCHOOL DISTRICT
2026-2027 SCHOOL YEAR CALENDAR

Adopted – 3/9/2026

JULY

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

4th of July Holiday Observed

AUGUST

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

8/18-20: New Teacher Training
8/24-27: Teacher Pre-Service

SEPTEMBER

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

9/1: First Day: Grades 1-6 and 9
9/2: All Students Grades 1-12
9/7: No School – Labor Day
9/8: First Day: Pre-K/Kindergarten

21 instructional days

OCTOBER

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

10/9: No School – Classified Inservice
10/12: No School – Licensed Planning Day
10/22: No School-Family Partnership Day PK-8 and Teacher Planning 9-12
10/23: No School-Family Partnership Day PK-12

18 instructional days

NOVEMBER

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23		24	25	27
30				

11/5: End of Quarter 1
11/6: No School – Teacher Work Day
11/11: No School-Veterans Day Holiday
11/25: No School – Non-Contract Day
11/26-27: No School-Thanksgiving Holiday

16 instructional days

DECEMBER

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

12/21-1/1: Winter Break

14 instructional days

JANUARY

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

1/1 Last Day of Winter Break
1/15: No School-Teacher Planning
1/18: No School-MLK JR. Day: Holiday
1/28: End of Quarter 2
1/29: No School – Teacher Work Day

17 instructional days

FEBRUARY

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

2/12: No School-Teacher Planning Day
2/15: No School-Presidents Day Holiday

18 instructional days

MARCH

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

3/22-26: No School-Spring Break

18 instructional days

APRIL

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

4/8: End of Quarter 3
4/9: No School-Teacher Workday

21 instructional days

MAY

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

5/14: No School-Teacher Planning Day
5/31: No School-Memorial Day Holiday

19 instructional days

JUNE

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

6/2: Last Day for Seniors
6/2: TTVA Graduation
6/3: Creekside CH Graduation
6/4: THS Graduation
6/5: TuHS Graduation
6/11: Last Day/End of Quarter 4
6/14: Teacher Workday
6/15-17 Potential Make-Up Days (see below)
6/18: Juneteenth Holiday Observed

9 instructional days

Total Student Days

Q.1 = 43 PK-12: 171
Q.2 = 43
Q.3 = 42
Q.4 = 43

KEY:

- **Holidays/Schools Closed**
- **Staff PD/Work Days: No School**
- **Staff Non-Contract Day: No School**
- **End of the Quarter**
- **Family Partnership Day**
- **First Day(s) of School. Last Day of School**

School Closure Days – if more than 1 day, closure days will be made up.

2 snow days: last day of school moves to Monday, June 14.
3 snow days: last day of school moves to Tuesday, June 15.
4 snow days: last day of school moves to Wednesday, June 16.
5 snow days: last day of school moves to Thursday, June 17.

2026-2027 Tigard-Tualatin School Calendar

July 3…	July 4th Holiday Observed
August 24-27.	Teacher Pre-service
September 1……	First day of School for Grades 1-6 and 9
September 2……	All Students Grades 1-12
September 7……	**No school-**Labor Day Holiday
September 9	First day of School for Preschool and Kindergarten
September 11-13…	Rosh Hashanah Observed
September 20-21..……..	Yom Kippur Observed
October 9..……	**No school**-Classified Inservice
October 12……	**No school**-Teacher Planning
October 22-23……..	**No school**- Family Partnership/Plan Days
November 5……	End of Quarter 1
November 6……	**No school-**Teacher Work Day
November 11……...	**No school-**Veterans Day Holiday
November 25-27…	**No school-**Thanksgiving Holiday
December 21 to January 1…	**No school-**Winter Holiday
January 15…	**No school-**Teacher Planning
January 18……	**No school-**Martin Luther King Jr. Holiday
January 28	End of Quarter 2
January 29……	**No school-**Teacher Workday
February 8……..……..	Ramadan Begins (expected)
February 12……..	**No school-**Teacher Planning
February 15…	**No school-**President's Holiday
March 9..……...	Eid al-Fitr Observed (expected)
March 22-26……	**No school-**Spring Break
April 8	End of Quarter 3
April 9..……	**No school-**Teacher Workday
April 21-29……	Passover Observed
May 14…	**No school-**Teacher Planning
May 31…	**No school-**Memorial Day Holiday
June 2…	Last Day of School for Seniors & Tigard-Tualatin Virtual Academy Graduation
June 3…	Creekside Community HS Graduation
June 4…	Tigard High School Graduation
June 5…	Tualatin High School Graduation
June 11	Last Day of School
June 14	Teacher Workday
June 18…	Juneteenth Holiday Observed

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
Producer name and address	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A :	
INSURED	INSURER B :	
Insured Name and Address Here	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY	X		General Liability Required Additional Insured Required	Current Dates	Current Dates	EACH OCCURRENCE	$ **2,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 15,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ **3,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY			Auto Liability Required	Current Dates	Current Dates	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	X ALL OWNED AUTOS / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS / X NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
A	UMBRELLA LIAB X OCCUR			**Umbrella only needed to cover difference if General Liability is less than required $2M/$3M (example, if you have $1M/occurrence, $2M/aggregate, & $1M Umbrella - the coverage would be adequate)	Current Dates	Current Dates	EACH OCCURRENCE	$ 1,000,000
	X EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$ 1,000,000
	DED RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N	N / A					X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?						E.L. EACH ACCIDENT	$
	(Mandatory in NH)						E.L. DISEASE - EA EMPLOYEE	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	$
A	SEXUAL ABUSE AND MOLESTATION (SAM) COVERAGE			SAM Coverage Required	Current Dates	Current Dates	$2,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Tigard-Tualatin School District, its agents, officers, Board of Directors and employees are named as additional insured; All operations of the named insured subject to policy terms, conditions and exclusions.

CERTIFICATE HOLDER

Tigard -Tualatin School District 23J
6960 SW Sandburg St
Tigard, OR 97223

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – AUTOMATIC STATUS WHEN REQUIRED IN CONSTRUCTION AGREEMENT WITH YOU

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. **Section II – Who Is An Insured** is amended to include as an additional insured any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured.

However, the insurance afforded to such additional insured:

1. Only applies to the extent permitted by law; and
2. Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

A person's or organization's status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

1. "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:
   a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
   b. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or the failure to render any professional architectural, engineering or surveying services.

SAMPLE ENDORSEMENT
will vary depending on service type of vendor

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2. "Bodily injury" or "property damage" occurring after:

   a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or

   b. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

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

The most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement you have entered into with the additional insured; 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.

SAMPLE ENDORSEMENT
will vary depending on service/type of vendor

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