



Campus Insurance Requirements

Current campus insurance requirements are below. Please note that both the sponsor and any third-party vendor/service provider are required to provide evidence of coverage meeting the campus minimums and name the Regents of the University of California as additional insured and a certificate holder.

General Liability Insurance

Client shall provide University a Certificate of Insurance showing evidence of Commercial Liability coverage of at least \$1,000,000 per occurrence and \$2,000,000 aggregate. Sexual molestation and abuse coverage is required for events where minors may be in attendance without their parent/guardian.

Commercial Automobile Liability

Commercial Automobile Liability with a combined single limit of at least \$1,000,000 for bodily injury and property damage shall be required for any commercial vehicles. Evidence of automobile insurance will be required if any vehicles will be driven by Client or its participants, staff, volunteers, commuters, guests, affiliated individual(s) on any portion of the campus other than open public roads and designated parking lots. Client must obtain authorization from University in writing prior to any such activity.

External Event Service Providers

Any external event service provider (e.g., equipment rentals, florist, photographer, balloon vendor, transportation to and from campus, etc.) shall insure, at its sole cost and expense, its activities and obtain, keep in force, and maintain insurance. If Client intends to use an external event service provider (even if the services are provided to Client free of cost), Client shall notify University more than thirty (30) days prior to the start of the conference. External event service providers must be approved by University and are required to provide evidence of Commercial Liability and Commercial Automobile Liability before they can provide services on University property.

Workers' Compensation

Client and any external event service providers supporting the event are responsible for complying with applicable workers' compensation requirements outlined in California Labor Code Section 3700. See <https://www.dir.ca.gov/dwc/faqs.html> for details.

Coverage for Participants, Staff, and Volunteers

The Certificate of Insurance provided to University from Client shall include coverage for all participants, staff, and volunteers associated with the conference, or shall include other language to demonstrate such coverage. Additional coverages may be required depending on the type of event, potential risk, and possibility of inclusion of minors. University shall provide to Client the types and limits of insurance that it requires of the Client and/or its external event service providers. See https://www.ucop.edu/risk-services-insurance/_files/certificate-of-insurance/general_ins_limits_rev111313.pdf for minimum coverage level requirements. University may require higher coverage or additional types of insurance based on the scope of the event and/or services being provided. Sexual molestation and abuse coverage may be required for external event service providers contracted for services to conferences with minors in attendance.

Certificate of Insurance Requirements

All certificates of insurance must include The Regents of the University of California as additional insured and a certificate holder and obligate the insurers to notify University at least thirty (30) days prior to cancellation of, or a change in, insurance coverage. Client shall furnish University with Certificates evidencing compliance with all requirements no later than thirty (30) days prior to the start of the conference. Failure to meet any of University's insurance requirements shall make this agreement null and void and shall result in cancellation of the conference at Client's expense.

Certificate Holder Information

The Regents of the University of California
Attn: UCI Summer Conferences
c/o UCI Student Center & Event Services
A311 Student Center
Irvine, CA 92697-2050

Choice of Insurance Provider

Client may use any insurance provider to meet University insurance requirements.