

Proof of Insurance may be required for events that may present a risk of injury to participants or third parties. In such cases, proof of appropriate liability coverage is required prior to approval of the requested event.
(WAC 478-136-060).

▼ Coverage Requirement:

❖ Such liability coverage must:

- Provide limits of not less than \$1,000,000 per occurrence
- Coverage must be occurrence coverage.
- List the Board of Regents of the University of Washington as an “Additional Insured for losses arising from the operations of the Named Insured” and provide certificate of Insurance.
- Coverage must be for spectators & participants.
- The Policy must be endorsed as follows and a copy must be forwarded:

“As respects the insured’s operations, this insurance is primary to and non-contributory with any insurance or self-insurance maintained by the University.”
- Be on a form and from a carrier acceptable to the Office of Risk Management at the University of Washington.
- Participants must sign a waiver releasing the UW of any liability arising out of the event.

▼ Athletic Events:

- ❖ If the requested use includes participation in athletic events, the policy must include athletic participation. The certificate or attached endorsement must indicate this coverage with limits of not less than \$1,000,000 per occurrence.

▼ Alcohol Service

- ❖ If the requested use involves the service of alcohol, the policy must include liquor legal coverage. The certificate or attached endorsement must indicate this coverage with limits of not less than \$1,000,000 per occurrence. A Banquet Permit must be submitted as well. Visit our website at the below link for further information:

<http://depts.washington.edu/hubres/policies/>

▼ Additional Service Requirements:

- ❖ Other additional insurance requirements (such as volunteers, vendors, etc.) may be imposed in response to the nature of the risks presented by the requested use.

▼ Sources of Insurance:

- ❖ The University of Washington does not recommend or guarantee the performance of any particular insurance carrier or broker; however, if you are having difficulty locating special event liability insurance, or want to obtain additional quotations for coverage, the company below may be able to assist you.

Gales Creek Insurance Services >> 1-800-755-1575

Please feel free to contact us anytime if we can be of assistance.