



# CALIFORNIA STATE UNIVERSITY BAKERSFIELD

To: All Affiliated and Non-affiliated clients/vendors

Subject: Requirements for Insurance for use of facilities at California State University, Bakersfield

The California State University requires that all service contractors/outside organizations provide current evidence of General Liability insurance coverage while performing any work or using facilities at the University. Current requirements are as follow:

<b>Consultants/Professional Service Providers</b>	<b>Minimum Coverage</b>	<b>Certificate of Insurance</b>	<b>Additional Inured</b>
General Liability	\$1,000,000 per occurrence \$2,000,000 aggregate	X	Y
Automotive Liability	\$1,000,000	X	
Professional Liability <b>*If obtained</b>	\$1,000,000	X	
Workers' Compensation	Statutory	X	*Waiver of subrogation required

In addition, the service contractors/outside organization is required to provide evidence that the University is named as "additional insured" on the policies marked with an "X" above, and **this must be evidenced by an additional insured endorsement form as well noted on the policy certificate, which must include the following wording in the Description of Operations box:**

**The State of California, the Trustees of the California State University, California State University, Bakersfield (Foundation, Student Union, Student Recreation Center and Auxiliary for Sponsored Programs, as applicable) and the officers, employees, volunteers and agents of each of them as additional insureds, except for professional liability and workers' compensation insurance. This insurance is primary and non-contributory over any existing insurance and limited to liability arising out of the operations of the named insured and where required by written contract.**

- The certificate needs to indicate that the coverage provided contains the following provisions:
- That the insurer will not cancel or modify the insured's coverage without 30 days prior written notice to the University
- The State of California, the Trustees of the California State University, California State University, Bakersfield and their officers, employees, representatives, and volunteers will not be responsible for any payments of premiums on the policies.
- The insurance coverage must be provided by a carrier licensed by the State of California to transact insurance and hold a current A.M. Best rating of no less than A: VII.

Certificate Holer:

California State University, Bakersfield  
9001 Mail Stop:27 AW Stockdale Highway  
Bakersfield, CA. 93311

Please have certificates and endorsements with the wording as shown above emailed to Maria Garza, Risk Management Specialist at [mgarza42@csub.edu](mailto:mgarza42@csub.edu).

If I can be of any further assistance, please feel free to call me at 661-654-2585.