

JOHN ANSON FORD THEATRES
INSURANCE COVERAGE REQUIREMENTS

As a lessee of the Ford Theatres, the minimum types and limits of coverage you must carry are as follows:

General Liability

General Aggregate – \$2 million
Each Occurrence – \$1 million
Products and Completed Operations – \$1 million
Personal and Advertising Injury – \$1 million
Fire Legal Liability – \$50,000

Required Additional Insureds

Your insurance policy must be endorsed to provide County additional insured status as follows:

“The Los Angeles Philharmonic, Ford Theatre Foundation and the County of Los Angeles and its Special Districts, and their elected and appointed officers, employees, volunteers and agents.”

Attach a copy of the Additional Insured Endorsement Form to the certificate of insurance to verify that the above have additional insured status.

Certificate of Insurance

The Certificate of Insurance must be faxed to the Ford Administrative Office *4 to 6 weeks before your scheduled event*. In addition to the Additional Insured Endorsement Form (above), the certificate should also include, in writing:

- 1) 30 days advance notice of cancellation (this should be written on the certificate)
- 2) Identification of any deductible amounts exceeding \$25,000

Automobile Liability

If the use of vans, trucks, or other large vehicles are necessary to transport equipment, performers, set elements, etc. for load-ins, rehearsals, or performances, you must secure automobile liability as follows:

Each Accident – \$1 million

Automobile liability can be added to the above-mentioned general liability coverage certificate. Insurance may also be obtained through the vehicle rental company or service provider used. Please provide the Ford Administrative Office with proof of this liability, if applicable.

Workers Compensation

Workers compensation will cover all persons/employees that your organization is required to cover pursuant to California Labor Code Requirements. Inquire with your insurance agent or broker if you have questions about the applicability of this insurance to your organization. If necessary, workers compensation insurance must be obtained for the minimum amount as follows:

Each Accident – \$1 million

County Special Event Liability Coverage

If you don't already have general liability coverage through your own insurance carrier, you may be eligible to purchase coverage through the County's Special Events Liability Insurance Program. The program is administered by:

Municipality Insurance Services, Inc.
302 W. Cerritos Ave. Building 7-- Anaheim, CA 92805

For a free quote call 1-800-420-0555 or visit the website www.2sparta.com to apply and pay for coverage online.

If you already have general liability coverage through your own insurance carrier, they must issue a certificate with the above specifications and fax it to the Ford's Administrative Coordinator at 323-464-1158.

If you have any questions or need further clarification, please call the Ford Administrative Office at 323-856-5793.