



INSURANCE REQUIREMENTS

FORWARD THESE REQUIREMENTS TO YOUR INSURANCE PROVIDER

The primary purpose of a Certificate of Insurance is to confirm evidence of existing insurance coverage on behalf of the policy holder to ensure the insurance requirements of the Town of Sylvan Lake are met and insurance protection is afforded in the event of any third party liability claim arising out of the operations of the policyholder.

(Print policyholder name -referred to as the "Organization") *must provide the Town of Sylvan Lake confirmation of Comprehensive General Liability and (upon request) any additional necessary insurance coverage in the form of a Certificate of Insurance.*

This Certificate must be addressed to the Town of Sylvan Lake and contain the following information;

1. Complete legal name and address of the organization (insured) for which the insurance has been arranged.
2. Type of insurance provided under the Certificate of Insurance and full name of the insurer providing such coverage.
3. Policy number and effective dates of coverage.
4. Limits of liability not less than \$2,000,000.00 inclusive for bodily injury and/or property damage and automobile liability insurance.
5. The Town of Sylvan Lake must be added as "ADDITIONAL INSURED's" with respect to any liability arising out of the operations of the named insured.
6. The Certificate of Insurance must also state that the named insured and/or their insurer will provide The Town of Sylvan Lake with thirty (30) days advance written notice of any policy cancellation and/or material change.
7. The Certificate of Insurance must be dated and signed by an officer or authorized representative of the insurer.

INDEMNIFICATION

(Print legal name of the organization), *shall indemnify the Town of Sylvan Lake and shall hold the Town of Sylvan Lake harmless from all claims, demands, costs, penalties, fines, charges and expenses whatsoever resulting from but not specifically reserved to :*

- a. Those under the Worker's Compensation Act arising out of injuries sustained by any employees of the organization, its agents or sub-contractors.
- b. Economic losses sustained of legal fees or expenses incurred, because of an actual or threatened strike, lock-out or labour dispute directly or indirectly involving the Organization, which, in the opinion of the Municipality , may adversely affect the Town of Sylvan Lake or any of its activities.
- c. Economic losses sustained and legal and expenses incurred because of an alleged or actual infringement by the Licensee of patent(s), copyright(s), or trademark(s).
- d. Those made by person(s), to whom the Municipality has administered medical or ambulance services, or any other service, related to an injury or a sickness according to a person(s) on the Premises during the Term.
- e. Those arising from acts or omissions of the of the Organization's staff, including security personnel unless such personnel have been supplied directly by the Town of Sylvan Lake, whether intentional, negligent or accidental.
- f. Those arising from the receipt and handling of goods, chattels or communications on behalf of the Organization or it's exhibitors, performers visitors, employees, sub-contractors or agents.
- g. The provision of evidence of insurance will not limit the Organization's indemnification to the Town of Sylvan Lake; nor will it limit the Organization's level of responsibility in the event of any third party liability claim.
- h. The Town of Sylvan Lake is not responsible for any loss and/or damage to any property brought onto the Town of Sylvan Lake's premises.