Contractor/Vendor/Outside Business: Give this form to your insurance agent/broker. Please direct additional questions to Lewis-Clark State College Risk Management at (208) 792-2240.

**LCSC CERTIFICATE OF INSURANCE REQUIREMENTS FROM OUTSIDE CONTRACTORS/VENDORS:**

1. **Commercial General Liability Insurance.** Insured shall maintain (CGL) coverage with limits of not less than $1,000,000 each occurrence and $2,000,000 aggregate.

2. **Workers Compensation.** Insured shall maintain all statutorily required Workers’ Compensation coverage’s to include employer’s liability at minimum limits of $100,000/$500,000/$100,000.

3. **Automobile Liability.** If applicable, insured shall maintain Automobile Liability in the amount of $1,000,000 combined single limit. Coverage shall include non-owned and hired auto coverage.

4. **All policies, except Workers’ Compensation, shall name Lewis-Clark State College, 500 8th Avenue, Lewiston, Idaho 83501 as an additional insured.** A copy of the Additional Insured Endorsement must be attached to the certificate verifying that the insured’s policy(s) has been endorsed as required.

5. All certificates shall provide for **thirty (30) days written notice** to LCSC prior to cancellation or material change of any insurance referred to in the certificate.

(LCSC reserves the right to modify coverage and or limits.)