



REQUEST FOR CERTIFICATE OF INSURANCE

Give this form to your insurance agent/broker.

1. Insurance Requirements

Commercial General Liability: Vendor shall maintain throughout the term of the agreement Commercial General Liability coverage with limits of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate.

Automobile Liability: If the use of personal or company vehicles are included in the scope of the contracted purpose on LC State campus, then auto liability coverage with limits of not less than \$1,000,000 for each accident are required.

Workers Compensation: As required by the State of Idaho, with Statutory Limits, *and* Employers' Liability insurance with a limit of no less than \$1,000,000 per accident for bodily injury or disease.

2. Additional Insured Status:

All policies (except Workers' Compensation) shall name The State of Idaho, Lewis-Clark State College, 500 8th Ave., Lewiston, ID 83510, as additional insured via endorsement to Vendor's policy.

3. Certificate Holder shall read:

*State of Idaho, Lewis-Clark State College
500 8th Avenue
Lewiston, Idaho 83501*

4. Insurer's Rating:

Insurance is to be placed with an insurer with a Best's rating of no less than A-.

- All certificates and endorsements are to be received by LC State prior to the provision of a service or purchase of a product.
- LC State reserves the right to require complete copies of insurance policies at all times.
- Endorsement must be attached
- LC State prefers to have only scanned and emailed certificates. Please email certificates to risk@lcsc.edu.

If you have additional questions, please contact:

Risk Management
Lewis-Clark State College
208-792-2240
risk@lcsc.edu



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Hold Harmless and Indemnity Language

The following language will be included in any Agreement or MOU that LC State is party to.

_____ (*Name of business*) shall protect, indemnify, and save Lewis-Clark State College harmless from and against any damage, cost, or liability including reasonable attorney's fees for any or all injuries to persons, property or claims for damages arising from any acts or omissions of the Contractor, its employees, or subcontractors. It is agreed by and between the parties hereto that in no event shall any official, officer, employee or agent of the college be in any way personally liable or responsible for any covenant or agreement herein contained whether expressed or implied, nor for any statement, representation or warranty made herein or in any connection with this Agreement.

Please note: Lewis-Clark State College is prohibited by Idaho State law to provide other organizations with indemnity and hold harmless language.

Failure of Certificate Holder to demand a certificate or other evidence of full compliance with these insurance requirements or failure of Certificate Holder to identify a deficiency from evidence that is provided shall not be construed as a waiver of Insured's obligation to maintain such insurance. Failure to maintain the required insurance may result in termination of the 3rd party contract/event at the Certificate Holder's option.

By requiring this insurance, Certificate Holder does not represent that coverage and limits will necessarily be adequate to protect Insured, and such coverage and limits shall not be deemed as a limitation on Insured's liability.

LC State reserves the right to modify coverage and or limit requirements.

Lewis-Clark State College Risk Management
(208) 792-2240, risk@lcsc.edu.