



# INSURANCE REQUIREMENTS

You must provide us with a Certificate of Liability Insurance naming the San Francisco Ski & Snowboard Festival as additionally insured to your generally liability insurance policy. Your certificate must be issued and delivered or faxed to Meredith Stead, Event Manager no later than September 21, 2009. If the certificate is not delivered by the deadline, your participation in the events will be jeopardized. Please pay attention to the following six requirements for the Certificate. If you submit the form without these details, the addendum will be void and you will have to start from scratch.

1. Type of Insurance 'Commercial General Liability' must be marked.
2. Also under Type of Insurance, you must type in Liquor Liability and mark this line item.
3. Please make sure the Policy Expiration Date is after the event date.
4. Insurance Limits must be at least \$1,000,000 for Each Occurrence, Damage to Rented Premises and Personal Injury.
5. Description of Operation must state: "San Francisco Ski & Snowboard Festival is named as Additional Insured in reference to Insured's participation in the San Francisco Ski & Snowboard Festival, held at Fort Mason, San Francisco, CA on November 7th & 8th, 2009, and at the Santa Clara Convention Center on November 14th & 15th, 2009.
6. Certificate holder must be:  
SF Ski & Snowboard Festival  
PO Box 5068  
Tahoe City, CA 96145

## DEADLINE, AND WHERE TO SEND:

On or before September 21, 2009, please mail or fax your form to the following address:

Ski & Snowboard Festival  
Insurance Requirements  
PO Box 5068  
Tahoe City, CA 96145  
530.579.3200 (fax)

If you have any questions about this requirement, please contact Meredith Stead, 530.581.0553

THANK YOU!