



Insurance Required for Facility Use

A Certificate of general liability insurance showing minimum coverage limits of one million dollars is always required of all outside organizations or individuals who use our facilities. The certificate should be for a policy active during the dates of use of facilities and must name Nevada Joint Union High School District as the certificate holder. Also needed is an additional Insured Endorsement naming Nevada Joint Union High School District as additional insured. *It must be a separate page additional insured endorsement*, to be valid for our facilities. The certificates must be on file at least 10 days *before* the date of the event, to avoid cancellation of your facility use. Please send the attached Ins paper examples to the insurance company, It will allow them to see the needs of our District, and quickly facilitate the process. Have them fax a copy of the policy to: (530) 477-9317, Attention: Boni Woodland

Thank-you,
Boni Woodland
School Site Tech
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