



Salt Lake City Corporation Insurance Checklist

Certificates of Insurance must meet the required coverage & modifications. These special provisions are required by the Salt Lake City Attorney's Office. If these provisions are not included on the certificate from your insurance agent, they will have to be returned for corrections and may result in interference with operations on airport property. We are encouraging certificates of insurance be submitted electronically to airportinsurance@slcgov.com

The following information must be included on the certificates and endorsements:

1. Coverage

- Commercial General Liability insurance providing a \$2,000,000 per occurrence limit of liability, including coverage for products and completed operations.
- Business Auto Coverage Form Providing a \$2,000,000 per occurrence limit of liability.
- Workers' Compensation in compliance with Utah State laws.

2. Certificate Holder

- **Salt Lake City Corporation** must be named as the Certificate Holder.
PO Box 145550
Salt Lake City, UT 84114-5550

3. Additional Insured

- **Salt Lake City Corporation** must be named as additional insured per ISO endorsement for both general and automobile (and umbrella, if applicable) liability policies per ordinance.
 - **Per written contract or agreement will not be accepted.**

4. Notice of Cancellation

- Thirty days notice of cancellation is required for General, Automobile, and Umbrella liability policies.

5. Rating

- Insurance companies must be listed on the Department of the Treasury's Fiscal Service List 570 or have an "A-" rating or better in **Best's Key Rating Guide**.

Please forward a copy of this information to your/company insurance agent. Please contact the Administration & Commercial Services Division with any questions at 801-575-2322 or airportinsurance@slcgov.com.