



PROJECT NAME: (PROJECT TITLE)

OMWD INSTRUCTIONS FOR COMPLETING THE ACORD CERTIFICATE OF LIABILITY INSURANCE
PLEASE FORWARD THIS INFORMATION ONTO YOUR INSURANCE BROKER/AGENT SO THEY CAN CORRECTLY PREPARE THE ACORD CERTIFICATE.

An ACORD Certificate of Liability Insurance is required for all work performed for the District. The ACORD must include the following information:

1. List all Insurer(s) Affording Coverage to the Insured. Also list the NAIC# for each Insurer
2. The body of the ACORD must list the type of insurance being provided, all policy numbers, policy expiration dates, and limits of coverage. For this project, the following coverage is required:

General Liability: \$ 1 Million /Occurrence and \$ 2 Million Min. Aggregate (General Aggregate Limit: Per Project)

Auto Liability: \$ 1 Million /Occurrence

Workers Comp: Statutory Limits (CA State Fund Certificate acceptable)

3. In the Description of Operations Section, please include:
 - a. PROJECT NAME/DESCRIPTION: **(PROJECT NAME)**
 DISTRICT PROJECT NO.: W(XXXXXX)
 DISTRICT AGREEMENT NO.: XXAGRXXX
 DISTRICT PO #: **(IF APPLICABLE)**
 - b. The following shall be named as additional insured(s) for General Liability & Auto Liability: **The Olivenhain Municipal Water District (District), the District's Engineer/Architect, the District's Representatives, Consultants, and each of the District's Directors, Officers, Agents, and Employees** and must include a Waiver of Subrogation and must be Primary and Non-Contributory. The additional insured endorsement(s) should be on the appropriate form(s):

Form CG 20 10 04 13 AND CG 20 37 07 04
 (Ongoing Operations) (Completed Operations)

OR
Form CG 20 10 11 85
 (Ongoing and Completed Operations)

4. The District must be listed as the Certificate Holder on the ACORD: OMWD, 1966 Olivenhain Road, Encinitas, CA 92024

THE DISTRICT REQUIRES THE ACORD CERTIFICATE OF LIABILITY INSURANCE BE COMPLETE AND TO THE DISTRICT'S STANDARDS PRIOR TO WORK COMMENCING ON THE PROJECT.

If you have any questions or need additional information, please Contact Paul Martinez at 760-632-4642 or pmartinez@olivenhain.com