

## **Certificates of Insurance - Outside Group Using University Property**

A certificate of insurance is required for all outside groups using university property for any reason. If you are planning such an event, please ensure a certificate of insurance is received from each vendor or group participating in the event. The certificate must include the following:

1. specific information as to the date and the event for which the certificate is being issued;
2. liability coverage limits of \$1,000,000 or more (required limits may be higher in some circumstances, such as athletic contests or where large crowds are involved);
3. a separate letter of endorsement naming *the California State University, Fresno; the California State University Fresno Association, Inc.; The Fresno State Athletic Corporation, Inc., the Board of Trustees of the California State University; the State of California; and their employees, officers, agents, and assigns* as additional insured for the duration and purpose of the event(s) being held.

The certificates of insurance and letters of endorsement must be received by Environmental Health and Safety by mail (M/S PO 14) or fax (278-6995) at least one week prior to the event.

At this time the only exception to this policy would be for the entities on the following list, since they have chosen to file a master certificate with the university which covers all events. More groups may be added to the exception list in the future. You will be updated regularly on those having master certificates on file.

If you have any questions about certificates of insurance or any other risk management matter, please call me at 278-7317.

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University Risk Manager  
Risk Management  
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## **Certificates of Insurance Outside Groups**

**Fresno Unified School District**

**Clovis Unified School District**

**Organization of Self-Insured Schools (which includes the following):**

- Alvina School District
- American Union School District
- Armona Union School District
- Caruthers Unified School District
- Central Unified School District
- Central Valley Preschool
- Clay Joint School District
- Delta View Joint Union School District
- Dinuba Unified School District
- Firebaugh-Las Deltas Unified School District
- Fowler Unified School District
- Fresno County Office of Education
- Golden Plains School District
- Island Union School District
- Kerman Unified School District
- Kings Canyon Unified School District
- Kingsburg Joint Union High School District
- Kingsburg Joint Union School District
- Kings River-Hardwick Union School District
- Kit Carson Elementary School District
- Lakeside Union Elementary School District
- Laton Unified School District
- Los Banos Unified School District
- Mendota School District
- Monroe Elementary School District
- Orange Center School District
- Pacific Union School District
- Parlier Unified School District
- Pioneer Union School District
- Raisin City Elementary School District
- Riverdale Unified School District
- Sanger Unified School District
- Selma Unified School District
- South County Support Services Agency
- Southwest Transportation Agency
- Valley Regional Occupational Program
- Washington Colony School District
- Washington Union High School District
- West Park School District
- Westside Elementary School District