

Vendor/ Contractor Certificate of Insurance Requirements

Cassidy Turley Commercial Real Estate Services, Inc. requires that all independent contractors and subcontractors brought onto the premises are to provide the property manager with certificates of insurance evidencing the following minimum coverage before work commences:

- 1) Commercial General Liability insurance on an occurrence form for bodily injury and property damage with limits of liability of \$1,000,000 combined single limit each occurrence and \$2,000,000 from the aggregate of all occurrences in the policy year, including, but not limited to, premises-operation, products/ completed operations and contractual coverage.
- 2) Business automobile liability covering owned, hired and non-owned vehicles with limits of \$1,000,000 combined single limit each occurrence.
- 3) Employer's Liability coverage in the amount of not less than \$1,000,000.
- 4) Excess Liability (umbrella) insurance on the above in the amount of \$ (see following page).
- 5) Worker's Compensation insurance in accordance with the laws of the state with jurisdiction.

The insurance coverage contained in items 1, 2 and 4 above shall, without liability on the part of the Owner, Cassidy Turley Commercial Real Estate Services, Inc. or Clarion Partners for premiums, include the following as **Additional Insured**:

1. Columbia DC 1111 19th Street Office Properties, LLC
2. Clarion Partners
3. Cassidy Turley Commercial Real Estate Services, Inc.
4. And their respective partners, shareholders, agents and employees.

In addition to the certificate of insurance which should name all Additional Insured, the contractor/ subcontractor will provide endorsements issued by its insurance company evidencing coverage of all Additional Insured for each type of coverage except Workmen's Compensation and Employers Liability. Please note that a blanket endorsement will not be accepted. Waivers of Subrogation for all liability coverage are required as well. Blanket waivers will not be accepted.

*****NO COI WITH THE VERBIAGE "PER WRITTEN CONTRACT" CAN BE ACCEPTED FROM A THIRD PARTY VENDOR.**

Each of the above policies must contain provision giving Owner and each of the other Additional Insured at least thirty (30) days' written notice of cancellation of coverage.

Please send a current certificate immediately to hilary.sproul@cassidyurley.com or fax to 202-457-7949 and mail the original to the address listed below. You may contact building management if you have any questions, at 202-457-7945.

Certificate Holder should be listed as:

Columbia DC 1111 19th Street Office Properties, LLC
c/o Cassidy Turley Commercial Real Estate Services, Inc.
1111 19th St. NW, Suite 211
Washington, DC 20036

<u>\$2,000,000</u>	<u>\$4,000,000</u>
- carpet & flooring contractors	- elevator /escalator contractors (ref. separate instructions attached)
- painters	- window cleaning & other trades involving the use of scaffolding
- exterminator	- general contractors for tenant improvements
- glass contractors	- roofing/skylight contractors
- display sign and display set-up contractors	- electrical contractors
- plumber	- structural steel contractors
- landscaper	- concrete contractors
- hood vent cleaner	
- sheetrock and framing contractor	
- mechanical contractor	
- carpenters	
- gate/door contractors	
- security equipment installers	
- security contractors	
- moving companies	
- cleaning contractors	

EXCESS LIABILITY (UMBRELLA) LIMITS

****Please remember to provide with the certificate a copy of the Additional Insured scheduled endorsements for each type of coverage-General Liability, Automobile, and Umbrella, and Waivers of Subrogation. We will be unable to allow commencement of work without it.**