

## **Lake Asbury Municipal Service Benefit District Insurance Guidelines**

- 1) Property and/or equipment owned by any entity must be insured to its full replacement value for loss by fire, theft, wind and other perils common to Special form property insurance. These entities can waive this requirement in writing and hold LAMSBD harmless for any loss of or damage to their property while on contract providing a service or using the lake.
- 2) General Liability will be provided by any entity contracted with LAMSBD. The evidence of insurance will be provided confirming coverage in amounts no less than \$1,000,000 combined single limits of liability for bodily injury and property damage. Such coverage will be confirmed to include personal injury and products/completed operations liability and will name LAMSBD as additional insured. Higher liability limits could be required depending on the service.
- 3) Automobile Liability will be provided by any entity contracted for all owned vehicles or if there are no Vehicles, then hired and non-owned auto liability will be required. Evidence of insurance will be provided confirming coverage in amounts no less than \$1,000,000 combined single limits for bodily injury or property damage.

If \$1,000,000 auto liability limits are not currently carried. They must submit information reflecting auto insurance carrier, policy period, limits of liability and type of coverage for approval. There may be a need for the entity to hold LAMSBD harmless in writing for any loss of or damage to their vehicles while in contract with LAMSBD.

- 4) Worker's Compensation will be provided by any entity to cover all employees or volunteers while contracted with LAMSBD. Evidence of insurance will be provided confirming Coverage A per Florida Statute.

There will be no exception to this requirement as waivers will not be accepted.

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The standard limits for Coverage B, Employer's Liability is \$100,000 Each Accident, \$500,000 Disease-Policy and \$100,000 Disease-Each Employee.

Coverage B could be increased depending on the service.

- 5) All certificates will be held in file and updated upon each successive renewal

All certificates will carry a 30 day of notice of cancellation, modification or nonrenewal, except a 10 day cancellation will be accepted for non-payment of premium.

No action or service can be provided unless approved certificate and other requirements including W-9 are currently on file. No payment to any entity unless insurance requirements are met.

All entities who deliver a certificate of insurance to LAMSBD providing General Liability coverage must name "LAMSBD, its committees and its volunteers, as their interests may appear" as "**Additional Insured's.**"

- 6) There could be other insurance requirements based on the type of the service contracted. All entities providing a professional service must carry Professional Liability (same limits as their General Liability) For example, engineering firms must carry professional liability.
- 7) All hold harmless agreements need to be reviewed by our attorney.
- 8) In many circumstances, D & B reports, Credit Reports, Better Business Reports, etc may also be required.
- 9) Additional information may be required because a hold harmless from an

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- 10) individual, group or contractor, etc may be worthless, if they have no assets.
- 11) All contractors who are required to have a state license must have their license checked against State of Florida DPR records for verification and any complaints.
- 12) Are permits required? Who is responsible for the permit? Have the permits been filed with the appropriate authority?
- 13) All insurance carriers need to be A rated or higher, AM Best to be used to verify. Insurance carrier need to be approved carriers. Excess & Surplus Lines Insurance Carriers need to be approved by the Board because E & S Carriers are not guaranteed by the Florida Guaranty Fund.

**ALL DEVIATIONS FROM THESE RECOMMENDATIONS  
MUST HAVE BOARD APPROVAL.**

*3-2-09 REVISED and approved by the LAMSBD Board March 3, 2009*