

Contractors must provide proof of insurance (certificate of liability) to the County of Marin and the Marin County Open Space District when providing their services to Marin County Parks. Certificates are required for commercial general liability, comprehensive business or commercial automobile liability (*if Contractor will use a vehicle(s) during commission of services*), and workers' compensation (*if Contractor will use employees during commission of services*).

Please contact your insurance provider to submit the following 2 valid, separate documents to Marin County Parks. Contact information is provided below.

1. **Certificate of Insurance (COI), naming “County of Marin and Marin County Open Space District” as Certificate Holder:**
 - **Commercial General Liability:** \$1,000,000.00 or higher per occurrence;
 - **Automobile Liability:** \$1,000,000.00 or higher combined single limit *if Contractor will use a vehicle(s) during commission of services*
 - **Workers' Compensation:** \$1,000,000.00 *if Contractor will use employees during commission of services*; **AND**

2. **Additional Insured Endorsement** that must include your **policy number**. Acceptable endorsements:
 - a. Blanket Additional Insured Endorsement; **OR**
 - b. Additional Insured Endorsement naming “**County of Marin and Marin County Open Space District**” as **additional insured**.

Contact information:

County of Marin and Marin County Open Space District
1600 Los Gamos Drive, Suite 275
San Rafael, CA 94903
Attention: MCOSD PERMITS

Tel: (415) 473-7608 Fax: (415) 473-7192 Email: pkpermit@marincounty.gov