



Insurance Requirement Sheet

To ensure optimal protection for our guests as well as our own organization we ask our guests to provide sufficient insurance coverage. Most organizations are already covered by general insurance and will have no problems providing special event insurance as described on this page.

Organizations that do not have such coverage may purchase a day-guest insurance coverage through NatureBridge. For overnight guests we can provide a list of insurance companies who offer overnight insurance. Note that there is a non-alcohol policy for all bookings.

Please read the following requirements carefully as no changes or additions will be accepted. For your convenience we recommend that you forward this information sheet to your insurance company.

Insurance Requirements:

The insurance certificate must have ALL of the following limits listed on it: \$1,000,000 General Aggregate, \$1,000,000 Products & Completed Operations Aggregate, \$1,000,000 Personal and Advertising Injury, \$1,000,000 Each Occurrence, \$50,000 Damage to Rented Premises, and \$1,000 Medical Payments. The insurance must be in effect at all times during the reservation period, including early arrivals and late departures.

The Certificate of Insurance must contain the following statements:

"NatureBridge as defined in the Conference Center Use Agreement are named as additional insured." (Note: It is not sufficient to just list these organizations as "Certificate Holders".)

The insurance afforded herein to the named additional insured(s) shall be primary and non-contributory with all other insurance carried by the named additional insured(s).

The insurance company will notify the NatureBridge at least ten (10) days in advance of insurance cancellation.

A copy of the certificate must be received by NatureBridge two weeks prior to arrival. Please send to: NatureBridge at Golden Gate, 1033 Fort Cronkhite, G.G.N.R.A. Sausalito, CA 94965 or email to nsekowski@naturebridge.org

Phone: (415) 332-5771 x18 Fax: (415) 332-5784

NatureBridge reserves the right to cancel the reservation if these requirements are not met.