University of California Insurance Requirements for Service Providers

Prior to working with the University, service providers must furnish to the University current certificates of insurance that show the following minimum coverages and meet the following conditions.

If the required certificate of insurance is not received and approved prior to the service to be provided the Vendor cannot provide the service.

A. Commercial Form General Liability:
   1. Combined Single Limit Per Occurrence $1,000,000
   2. Products and Completed Operations $1,000,000
   3. Personal and Advertising $1,000,000
   4. General Aggregate, Bodily Injury, Property Damage $2,000,000

B. Professional Liability Insurance (Errors & Omissions): with a minimum coverage limit of not less than $1,000,000 dollars for each claim and $2,000,000 in the aggregate (for certain services only; check with the Contracts & Property Office to see if this coverage applies to the service being provided).

C. Business Automobile Liability Insurance for owned, scheduled, non-owned or hired automobiles with a combined single limit of not less than $1,000,000 per occurrence.

D. Workers’ Compensation: as required under California State Law.

E. Additional Insured Endorsement: The General Liability and Auto Liability coverage shall be endorsed to name The Regents of the University of California as an additional insured.

F. Written Notice of Cancellation: Certificates shall provide for advance written notice to University in accordance with policy provisions of any modification, change, or cancellation of any component of the insurance coverage.

G. Certificate Holder on the Certificate of Insurance shall be:

   The Regents of the University of California
   Purchasing Department
   3203 SAASB
   Santa Barbara, CA  93106-1150

The certificate can be faxed, emailed or sent to the above address:

   Email: karen.jeffers@bfs.ucsb.edu
   Fax: (805) 893-8639