
Office of Risk Management
9150 E. Union Ave.
Greenwood Village, Colorado 80111
720-554-4643
FAX: 720-554-4641



CERTIFICATE OF INSURANCE REQUIREMENTS

Vendors/Companies providing services or using District facilities must provide proof of insurance through a Certificate of Insurance as follows:

- The certificate must list Cherry Creek School District #5 as an Additional Insured by endorsement on the policy with minimum GENERAL LIABILITY limits of \$1,000,000 per occurrence/\$2,000,000 aggregate.
- Additional limits and coverages may be requested based on the nature and scope of the services being contracted. Excess limits can be listed as EXCESS or UMBRELLA coverage on the COI.

Please also show as required and/or based on the contract and services provided:

- AUTO coverage with limits of \$1,000,000
- WORKERS' COMPENSATION coverage with limits of \$1,000,000 for Colorado based companies and statutory limits in other states

CERTIFICATE HOLDER:

CHERRY CREEK SCHOOL DISTRICT #5
ATTN: RISK MANAGEMENT
9150 EAST UNION AVE
GREENWOOD VILLAGE, CO 80111

You may email or fax the certificate to Cherry Creek School District Risk Management at: riskmanagement@cherrycreekschools.org or FAX: 720-554-4641. Any questions, please call our office at 720-554-4643 or 720-554-4617.