

## **LIMOUSINE RIDE REQUIREMENTS**

In order for a school sponsored limo ride to occur, the following is required:

1. The building Principal must first give approval for this activity to occur. Please be aware that a Principal may or may not approve of this activity in her/his school.
2. A Certificate of Insurance will need to be obtained from the licensed/registered limousine service, evidencing their Commercial Automobile Liability Insurance with minimum limits of \$1,000,000 Per Occurrence for Bodily Injury and Property Damage that names Cherry Creek School District #5 as Additional Insured. Certificates can be mailed to Risk Management or faxed to 720-554-4641.

CERTIFICATE HOLDER & ADDITIONAL INSURED:  
CHERRY CREEK SCHOOL DISTRICT #5  
ATTN: RISK MANAGEMENT  
4850 SOUTH YOSEMITE STREET  
GREENWOOD VILLAGE, CO 80111

3. Students who win the prize cannot be left alone or travel in the limo without adult supervision. If this is a District sponsored, sanctioned and approved activity, the supervisor must be a Cherry Creek School District employee.
4. Signed parent permission forms must be on file with the school, prior to the limo ride occurring.

Please contact Risk Management if you have any questions.