



Insurance Requirement Acknowledgement

Proof of Insurance is required for all events at the Portland Art Museum. PLEASE NOTE: This form is an acknowledgement, not a Certificate of Insurance (COI). Please refer to the next page for a COI example.

No event may take place on Museum property until a COI meeting the requirements below is received by the Museum.

All permittees are required to carry a specific minimum level of liability insurance, meeting the following requirements:

- Insurance coverage issued by a company or companies lawfully authorized to do business in Oregon which have Best's ratings of not less than A-IX;
- All insurance required herein, shall be written on a per occurrence basis;
- Commercial General Liability (including blanket contractual liability insurance): applicable to all premises and operations, including bodily injury and property damage and personal injury, with limits of not less than \$2,000,000 per occurrence and aggregate. Insurance coverage required may bear ranged under a single policy for the full limits required, or by a combination of underlying policies with the balance provided by an Excess Liability policy written on an umbrella form;
- The Commercial General Liability policy shall provide for the naming of additional insureds on the COI. Portland Art Museum shall be named as an additional insured. Coverage must be primary and non-contributory and include a waiver of subrogation in favor of Portland Art Museum.
- The insurance coverages afforded to the additional insureds shall:
 - be primary and noncontributory as to any insurance or self-insurance retention maintained by the additional insureds, including but not limited to any Excess Liability insurance maintained by the additional insureds;
 - waive all rights of subrogation against the additional insureds.

Submit your COI via one of the following methods within thirty (30) days prior to event date:

EMAIL: events@pam.org

MAIL: Portland Art Museum

ATTN: Events Department

1219 SW Park Avenue

Portland, OR 97205

If you need additional insurance resources, please contact your Artful Venues Sales Team representative.

Signature: _____ **Date:** _____

