

Washington County Parks Division Insurance Coverage for Special Events

All persons or groups renting a park or facility for a special event must have insurance to cover the event. You must provide Washington County Parks with proof of insurance two weeks (14 days) prior to the event. **Your event may not take place until proof of insurance is received.**

- The insurance policy must be in the name of the person signing the lease agreement with Washington County.
- Washington County requires Bodily Injury & Property Damage Liability with a minimum of \$500,000 per claimant and a minimum of \$1,500,000 single occurrence.
- Please list Washington County as a "Certificate Holder" through the date of the event. Washington County should be listed as "Washington County" with the address for the government center or specific facility.

Example:

CERTIFICATE HOLDER

Washington County
14949 62nd Street North
Stillwater, MN 55082

- **Do Not** List Washington County as "Additional Insured".
- **Do Not** List a specific Park or Facility name as Certificate Holder, it must be "Washington County".

We recommend you contact your insurance agent to determine the amount of coverage you need to protect you and your assets. Acquiring appropriate insurance for your event protects you against claims and ensures you are covered in the event of an accident. If you have questions about our insurance requirements, please contact park staff at 651-430-8370. Your agent may send as an attachment to Parks@co.washington.mn.us