



INSURANCE REQUIREMENTS FOR CATERERS

All outside caterers must provide a Certificate of Insurance evidencing the following coverage and limits:

General Liability including Products and/or Completed Operations: \$1,000,000

Liquor Liability: \$1,000,000 (if alcohol is provided/served)

Automobile Liability: \$1,000,000 Combined Single Limit (if your business requires you and/or your employees to drive on Colgate University campus)

Worker's Compensation: Statutory New York State Coverage (if your business requires you and/or your employees to be on Colgate University campus)

All required insurance policies shall name Colgate University as an additional insured. These policies shall be primary insurance ahead of any insurance carried by the University. A Certificate of Insurance shall be submitted to the Treasurer's office at Colgate University prior to the event. Thirty (30) days prior written notice of cancellation of or any changes in any policy shall be given to the Owner by contacting the Treasurer's Office at Colgate University.