

TO: Insurance Agent/Provider

FAX:

FROM: Monterey County Fair & Event Center

**REQUEST FOR ADDITIONAL INSURED CERTIFICATE**

For Event Promoters and/or Vendors holding and/or participating in an event held on the Monterey County Fairgrounds/7th DAA who have a current policy of General Liability Insurance, please note that we need to have a Certificate incorporating the dates of inception and expiration of the insurance. For individual events, the specific event dates must be listed, along with all set-up and tear down dates. **This certificate must have this exact wording in order to be valid:**

**Certificate Holder:**

 Monterey County Fair 7th DAA

2004 Fairground Road

Monterey, CA 93940

**Under “Description of Operations/Locations/Special Provisions” please include:**

That the State of California, the California Fair Services Authority, the District Agricultural Association, County Fair, the County in which the County Fair is located, Lessor/ Sublessor if fair site is leased/subleased, Citrus Fruit Fair, California Exposition and State Fair, or Entities (public or non-profit) operating California designated agricultural fairs, their directors, officers, agents, servants, and employees are made additional insured, but only insofar as the operations under this contract are concerned."

**Minimum coverage must be $1,000,000.00**