





## ORANGE COUNTY DEPARTMENT OF PARKS, RECREATION AND CONSERVATION

211 Route 416  
Montgomery, New York 12549-2420

### **Certificate of Insurance**

#### **General Information:**

The following policy is in effect for all groups and vendors intending to perform or administer services or functions on County grounds:

A Certificate of Insurance naming the **County of Orange, 211 Route 416, Montgomery, NY 12549-2420 as additional named insured** shall be provided a minimum of one week before an event and/or a vendor enters County property with the following limits:

- General Liability (Required for all) \$1,000,000
- Automobile Liability (Vehicles on County Premises, caterer's vehicles, setup deliveries, etc.) \$1,000,000
- Worker's Compensation and Employers' Liability - As Required By Law

The County reserves the right to require a Certificate of Insurance from any group, vendor or organization whose activities or actions in the opinion of the County warrants such coverage. This includes but is not limited to; **servicing of alcohol, the running of extension cords, bringing in animals, vehicles, equipment or any other potentially hazardous situations or activity.**

#### **Events and Programs:**

The County reserves the right to increase these limits at its discretion and to amend these regulations as it deems appropriate. In addition to special event permit holders; all caterers, DJ's, setup vendors, fundraisers, all vendors including nonprofit organizations, and those providing services or goods to the public or those groups promoting a cause on County Park property must provide the insurance certificates as outlined in this section for the specific date(s) and events requested or to be added as additional insured to the permit holders certificate of insurance.

#### **Forwarding Certificate of Insurance to the Parks Administration Office:**

Certificates of Insurance for Organizations and Vendors should be forwarded to the Parks Department Administration Office immediately after confirmation of reservation. Please fax copy to (845) 457-4906 and mail the original to:

**County of Orange – Department of Parks, Recreation and Conservation  
211 Route 416, Montgomery, NY 12549-2420**