

Monroe County Summary of Vendor Insurance Requirements

1. Provide ACORD Certificate of Insurance Form (example attached). Certificate Holder Information:
Monroe County
39 West Main St., Room 200
Rochester, NY 14614
Attn: (Insert Specific Department Name)

2. Provide the Following Insurance Coverages:
 - A. General Liability Insurance
 1. \$1 million per occurrence
 2. \$3 million aggregate
 3. Name **Monroe County** as additional insured and provide additional insured endorsement showing same (NOTE: ACORD Form alone is INSUFFICIENT for additional insured proof)
 4. If aggregate coverage is less than \$3 million:
 - a. excess or umbrella coverage in an amount to provide \$3 million total
 - b. excess/umbrella coverage must name **Monroe County** as additional insured and provide additional insured endorsement form showing same
 5. Name these entities as additional insureds along with Monroe County as appropriate: Monroe County Airport Authority; Monroe County Division of Social Services; Monroe County Pure Waters Districts; Rochester-Monroe County Youth Bureau
 6. Name other entities (such as NYS or grant funders) as additional insureds if required by statute or grant agreement

 - B. Professional Liability Insurance (if applicable)
 1. \$1 million per occurrence
 2. \$3 million aggregate
 3. DO NOT name Monroe County as additional insured

 - C. Automobile Liability Insurance
 1. \$1 million per occurrence for bodily injury and property damage
 2. Name **Monroe County** as additional insured and provide additional insured endorsement form showing same (NOTE: ACORD Form alone is INSUFFICIENT for additional insured proof)

 - D. Workers Compensation Insurance (obtain forms from NYS Workers Comp website, www.wcb.ny.gov)
Provide one of these certificates, depending upon vendor's business and employees:
 1. C-105.2 (or U-26.3)
 2. SI-12 (or GSI 105.2)
 3. CE-200NOTE: ACORD Form alone is INSUFFICIENT

 - E. Disability Benefits Insurance (obtain from www.wcb.ny.gov). Provide one of these certificates, depending on type of coverage:
 1. DB-120.1
 2. DB-155
 3. CE-200NOTE: ACORD Form alone is INSUFFICIENT