



Instructions for Insurance Agent / Broker For RSSC Side Sewer Permits

Please email this form to your insurance agent to comply with the instructions below.

Checklist of insurance for minimum \$1,000,000 CGL limits:

Under “Description of Operations”

1. “Underground perils, including subsidence, are not excluded under this policy”.
2. “Primary and non-contributory limits apply” (“sole negligence” wording is not acceptable).
3. “All city permitting” (optional for automatic blanket authority).
4. “Coverage is primary and non-contributory to the extent provided under CG0001...” is acceptable.
5. “City of Seattle is an additional named insured per attached...” (CG 20 12, CG 20 26, or see below).

Please attach a copy of the additional insured endorsement CG 2012 or CG 2026 or equivalent endorsement or blanket additional insured policy wording. “Equivalent” means an additional insure form that covers governmental permitting. No work is being performed for the City of Seattle. The City is issuing a “permit”.

Some of the unacceptable forms are as follows: *CG 88 10, CG 20 37, CG 20 13, or CG 20 10.*

- **For approval - Email insurance documents to:**
SCI_RSSC_SideseWER@seattle.gov
 - **In subject line put “RSSC COI + The Company Name”**

If you have any questions about the above requirements and CGL Limits, please email Amber Udelhoven in Risk Management at Amber.Udelhoven@seattle.gov. When emailing, please include “RSSC COI” in the subject line.

NOTE: If you state that the City of Seattle is an additional insured as respects “all city permitting” then this gives the contractor automatic blanket authority. Issuance of additional certification would not be necessary for other SDCI city permits.

Certificate Holder and Annual Insured:

For 30-day notice of cancellation only (Do not mail certificates to this address)

City of Seattle, DCI
RSSC Program – 21st Floor
P.O. Box 34996
Seattle, WA 98124 - 4996

Insurance coverage and limits of liability as specified herein are minimum coverage and limit of liability requirements only. They shall not be construed to limit the liability of permittee or any insurer for any claim that is required to be covered hereunder. Moreover, the City shall be an additional Insured, where additional insured status is required, for the full available limits of liability maintained by permittee, whether those limits are primary, excess, contingent, or otherwise.

SDCI CERTIFICATION OF INSURANCE COMPLIANCE APRIL 5, 2017 - REPLACES ALL PRIOR VERSIONS