



# City of Ann Arbor

## CUSTOMER SERVICE

301 E. Huron St. | P.O. Box 8647 | Ann Arbor, Michigan 48107-8647  
Ph: 734.794.6320 | Fax: 734.994.8991 | customerservice@a2gov.org

### INSURANCE REQUIREMENT FORM

The City of Ann Arbor requires that you provide evidence of proper liability insurance coverage in order to obtain this permit. You or your insurance company must submit a valid certificate of insurance with the following information:

- The City of Ann Arbor is the Certificate Holder
- The City of Ann Arbor is named as additionally insured
- The policy must be current and remain so for the duration of the permitted activity. Insurance that expires during this period may cause the permit to be suspended or revoked
- The policy must be signed and dated by the authorized agent.
- The cancellation clause must be amended to meet the City Attorney’s office requirements, including:
  - Remove the words “endeavor to”
  - Provide for “10 days written notice to the certificate holder named to the left”
  - Remove all language beginning with “but failure to mail....” To the end of the clause ending with “agents or representatives”

City Code prescribes the required level of insurance, outlined below.

<u>Chapter-Application</u>	<u>Liability Amounts</u>
47- Sidewalk Occupancy .....	\$500,000.00
79- Peddler/Solicitor .....	\$500,000.00

Please submit this information along with your application or processing may be delayed until the necessary information is received. If you have questions or comments, please contact the Customer Service Department at 734.794.6320 or customerservice@a2gov.org.