



- Vendor shall during the period of service, at its own cost and expense, maintain commercial general liability insurance providing Combined Single Limit Coverage (bodily injury and property damage) in the amount of \$1,000,000 per occurrence; and business automobile liability insurance covering all owned, non-owned or hired automobiles, providing Combined Single Limit Coverage in the amount of \$1,000,000 per occurrence; said policies shall be endorsed to name the University of Hawaii as additional insured and a Certificate of Insurance thereof shall be deposited with the University of Hawaii. Further, upon renewal or extension of aid policy, an updated certificate of insurance or other proof of insurance shall be provided to the University of Hawaii.

***** PUBLIC LIABILITY INSURANCE REQUIREMENT**

Pursuant to Executive Policy E8.207 and Administrative Procedure A8.400 Risk Management, UHWO requires that **All Users and Vendors** must submit a Certificate of Comprehensive General Liability insurance including products liability in the following minimum amounts:

Liability Type	Amount
Bodily Injury	\$1,000,000 per occurrence
Property Damage	\$1,000,000 per occurrence

The above certificate of insurance shall name the **University of Hawaii and the STATE OF HAWAII and their officers, employees, and agents** as additional insurers.

- Vendor shall submit a copy of State of General Excise Tax License
- Vendor shall submit a copy of W-9 Form
- Vendor/Undersigned shall indemnify, defend and hold harmless the University of Hawaii and the State of Hawaii its officers, agents, employees or any person acting on its behalf (1) from and against any claim or demand for loss, liability or damage, including but not limited to, claims for property damage, personal injury or death, by whomsoever brought, arising from any accident or incident arising out of or connected with the performance of this agreement and will reimburse the University of Hawaii for all attorney's fees, costs, and expenses in connection with the defense of such claims; (2) from and against all claims, suits, and damages by whomsoever brought or made by reason of the non-observance or non-performance of any of the terms, covenants and conditions herein or the rules, regulations, ordinances and laws of the federal, state, municipal or county governments.

SIGNATURE

I have read, understand and agree to abide by the aforementioned rules and will submit an original signed liability form, the required certificate of insurance.

Printed Name of Business Owner/Agent

Business Owner/Agent Signature

Date

FOR OFFICIAL USE ONLY

Date Received: _____

Approved? Yes No

Received Payment \$: _____

Approved Date: _____

Original signed appl: _____

Received By: _____

Approved By: _____

Cert of Insurance: _____