



**STILL PIONEERING**

**City of Stillwater**  
723 S. Lewis  
Stillwater, OK 74074

Office: 405.533.8433  
Web: stillwater.org

## **INSURANCE REQUIREMENTS PRESENT THIS TO YOUR INSURANCE AGENT**

The leasing or sponsoring organization shall carry specified insurance policies in amounts set forth below:

Workmen's Compensation:	Statutory Amount
Employers Liability:	\$ 500,000.00 aggregate
Comprehensive General Liability:	\$ 1,000,000.00 per occurrence
Property Damage:	\$ 500,000.00 per occurrence
	\$ 1,000,000.00 aggregate

The City of Stillwater shall be named an additional insured on the Comprehensive General Liability policy in amounts equal to the liability limits for political subdivisions set forth in the Oklahoma Governmental Tort Claims Act, 51 O.S. §151, et seq. Provided, however, this shall not preclude the Insured from carrying insurance in amounts exceeding said liability limits so long as the City is not named as an additional insured in any amount in excess of said statutory liability limits.

The period of coverage must include move-in and move-out days (where applicable), as well as the actual event period as set forth in your contract.

**Certificate of Insurance showing compliance with these requirements must be received by the City of Stillwater a minimum of 48 hours prior to your room rental.**

Please deliver to:      City of Stillwater  
                                    723 S. Lewis  
                                    Stillwater, OK 74074

Phone Number 405-533-8433  
Fax Number 405-533-8022