

## **City of Gresham**

### **Insurance Guidelines for Film and Video Production**

Your production will need to provide evidence of insurance if your shoot involves:

- City parks or other City owned property
- Vehicular or pedestrian traffic control
- Pyrotechnics (as allowed by the Oregon Fire Code and the Gresham Revised Code)
- Exposure to a third party

#### **Requirements**

**Certificate of liability insurance** - Please note that if a production company receives a notice of cancellation or a material change to coverage, the City must be notified in writing within three business days of knowledge.

#### **Coverage on the Certificate must include:**

- Property damage
- Personal Injury
- Automobile liability coverage (if vehicles are transporting people and/or equipment on the actual permitted site)
- Coverage Limits: \$1,000,000/occurrence and \$2,000,000 aggregate
- In the Description of Operations box, name as additional insureds: "The City of Gresham and its officers, agents and employees."

The Certificate Holder box should read:

The City of Gresham and its officers, agents and employees  
1333 NW Eastman Parkway  
Gresham, OR 97030

#### **Additional insured endorsements**

**Acceptable Endorsement Forms** - If you have any questions about what this endorsement means for your production insurance, your insurance agent or broker should be able to provide assistance.

An industry standard Additional Insured Endorsement form, such as the CG-2012 or CG-2026, that lists the exact same policy number as the certificate and names "The City of Gresham and its officers, agents and employees" as additional insured.

#### **An automatic or blanket additional insured endorsement form**

A separate copy of the additional insured endorsement wording, from the insurance policy, that is applicable to endorsement of the City as an additional insured party for operations performed under this permit.