



Campus Recreation  
UCSD Challenge Course  
(858) 822-3558

9500 GILMAN DRIVE M/C 0004  
LA JOLLA, CALIFORNIA 92093-0004

The following are the Insurance Requirements for all entities utilizing University services and/or facilities. This is required for the day(s) of the event and must be received at least 7 business days prior to the event.

Please email the following to [teamchallenge@ucsd.edu](mailto:teamchallenge@ucsd.edu).

You may also mail your paperwork by postal service, but please ensure that the documents will arrive before the scheduled program date. Mail to the address below, including "Attn: UCSD Challenge Course" so that it reaches the correct office.

**Attn: UCSD Challenge Course  
9500 Gilman Dr. MC 0004  
La Jolla, CA 92093-0004**

### **Insurance Requirements**

Organization agrees to keep in full force and effect during the term of the Agreement, at Organization's expense, insurance coverage as follows:

**1. Commercial General Liability:**

- a. General aggregate (bodily injury/property damage):
  - i. Aquatic Events \$3,000,000
  - ii. Other Events \$2,000,000
- b. Personal and advertising injury: \$1,000,000
- c. Each occurrence: \$1,000,000
- d. Auto liability per occurrence: \$1,000,000

*If the Organization does not own vehicles or will not be driving Organization owned vehicles onto UC San Diego property, an email stating this will be sufficient to waive the auto liability requirement.*

**2. Worker's Compensation as required under California State Law**

**3. A certificate of insurance with **The Regents of The University of California** listed as a Certificate Holder.**

**4. The Description of Operations/Location/Vehicles/ Restrictions/Special Locations** section should include the following statement: "The Regents of The University of California, its officers, agents, and employees are named as additionally insured with regards to the UCSD Challenge Course on **(enter your specific program date or date(s)).**"

**If your organization has multiple program dates throughout the course of the policy year, please include all program dates or state that the endorsement shall be in effect for the duration of the policy year.**

5. A separate endorsement naming "The Regents of The University of California" as an additional insured (i.e., CG20 26 or CG 20 24 or comparable) for general liability, business automobile liability (as applicable), and sexual misconduct and molestation (as applicable).
6. Organization shall provide University with a copy of such Certificate and separate endorsement form at least 7 days prior to the event.
7. Sexual Misconduct and Molestation Liability Requirements. All groups working with minors must provide proof of Sexual Misconduct and Molestation insurance of at least \$1,000,000 per occurrence/ \$2,000,000 aggregate. Minimum requirements may be higher depending on the organization and activities planned on campus.

If the paperwork is sent directly from your insurer, please have them include your organization/company name as a reference. We often receive paperwork from the same insurer, and without an organization name, it can be difficult to figure out which organization the certificate of insurance is for.

*If you are unable to obtain the required documents from your insurer, you can purchase special event insurance that meets UCSD requirements through AMBA. Contact the Challenge Course for more information about this option.*

**Organization shall provide University with a copy of such Certificate and separate endorsement form at least 7 business days prior to the event. Please be advised that we reserve the right to cancel an event if the required insurance certificate and separate endorsement form are not received by the University in advance.**

If you have questions regarding the above, please email the Challenge Course office at [teamchallenge@ucsd.edu](mailto:teamchallenge@ucsd.edu).

Thank you,  
Denise Ouellette

Challenge Course Coordinator