**Congregation Emanu-El of Westchester   
Certificate of Insurance Liability Information for Private Events**

It is Renter’s responsibility to obtain all needed certificates and comply with all   
requirements in this Agreement, and any other policy and procedure governing the use of the Facilities, which must be submitted no less than two (2) weeks prior to the Event. Failure to comply with this rule may result in being denied use of the Facilities.

**All vendors** such as caterers, florist and entertainment companies MUST provide an insurance certificate which reflects the maintenance in full force and effect of comprehensive general liability insurance with limits of $2,000,000 per occurrence.

Required coverage includes broad form commercial general liability insurance which includes product/completed operations, contractual liability and personal injury coverage. Evidence of workers’ compensation and NY State Disability Benefits coverages are required by all vendors working at CEW.

Alcohol: If the caterer is providing or serving alcohol, its insurance coverage must also include coverage for any liability relating to the service of alcohol with limits of $1,000,000 per occurrence.

All insurance coverages must be provided by insurance companies licensed to conduct business in New York State by the New York State Insurance Department and have an AmBest financial rating of at least A. All insurance shall be primary (non-contributory) and contain a waiver of subrogation.

Additional Insured: Such certificates shall include the following language: **“Congregation Emanu-El of Westchester, its trustees, officers, employees, agents and assignees are included as additional insured.”**