

## FACILITY USE GENERAL INSURANCE REQUIREMENTS

### The Official Policy:

Nevada System of Higher Education (NSHE) policy is to require outside users of NSHE/UNLV facilities to provide a certificate of insurance naming the Board of Regents, Nevada System of Higher Education on behalf of UNLV, as additional insured. The certificate of insurance should provide general liability coverage of at least \$2,000,000 combined single limit per occurrence.

### Who Needs Insurance?

- ‡Off-campus organizations
- ‡Student Organizations inviting the general public to their event.
- ‡Events which are considered at high risk at the University and/or Facility Operations at the discretion of the University.

### What Type of Insurance?

- ‡General liability coverage
- ‡\$2,000,000 (\$2 million dollars) combined single limit per occurrence
- ‡Certificate must name the Board of Regents, NSHE/UNLV as Additional Insured.
- ‡Certificate must be presented to the UNLV Special Events at least five (5) business days prior to the date of the event.
- ‡For further clarification and an example please see page 3.

### Where Do I Obtain Insurance?

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Philanthropy and Alumni Engagement Facility Use  
Insurance Documentation