

Marriott International Vendor Insurance Limits

***The College park Marriott Hotel and Conference Center requires proof of insurance from all vendors that provide service for and does business with the Hotel. Our auditors requested from us to update the information and naming Marriott International, Inc., Marriott Hotel Services, Inc., College Park Marriott Hotel and Conference Center, University of Maryland and University of Maryland University College as additional insured's. For your convenience, I have enclosed an example of a certificate to use as a reference.

SERVICE OR ACTIVITY PROVIDER	GENERAL LIABILITY Each Occurrence	AUTO LIABILITY** Combined Single Limit	OTHER INSURANCE Each Occurrence	WORKERS COMPENSATION - Statutory Limits EMPLOYERS LIABILITY - \$500,000 Each Accident
Audio/Visual Services	\$1 Million - Basic Installation \$3 Million - Complex Installation	Refer to Auto Liability Chart	-	Statutory Limits
Security (must use Law Dept. standard security contract & notify regional LP)*	\$5 Million	Refer to Auto Liability Chart	Contact Risk Mgmt & Loss Prevention for approval and safety review	Statutory Limits
DJ's/Bands (no pyrotechnics)	\$1 Million	Refer to Auto Liability Chart	-	Statutory Limits
Catering Services by Outside Provider* (NO alcohol served on-site)	\$5 Million	Refer to Auto Liability Chart	Contact Risk Mgmt & Loss Prevention for approval and safety review for over 750 attendees	Statutory Limits
Carriage Rides	\$500K	Refer to Auto Liability Chart	-	Statutory Limits
Decorators	\$1 Million - Basic Installation \$3 Million - Complex Installation	Refer to Auto Liability Chart	-	Statutory Limits
Photographers	\$1 Million	Refer to Auto Liability Chart	-	Statutory Limits
Tents	\$2 Million \$5 Million if >100 people	Refer to Auto Liability Chart	Coverage must extend from set-up date through tear-down date	Statutory Limits
Valet Parking (must use Law Dept. standard valet contract)	\$4 Million	\$1 Million	Garage Legal & Garagekeepers Liability: \$4 Million Fidelity Bond \$25,000	Statutory Limits

Does Vendor Transport any Guests?	Does Vendor Drive to the Site?
<p>If the answer is <u>YES</u>,</p> <p>Auto Liability Required: (any auto) 5 or less passengers: \$3M 6-12 passengers: \$5M 13-25 passengers: \$10M 26 passengers or more: Contact RM</p> <p>Vendor needs to name us as additional Insured</p>	<p>If vendor drives a company vehicle:</p> <p>Vendor needs to carry: \$1M (any auto) in auto liability and name us as additional insured.</p> <p>If vendor drives a leased vehicle: \$1M auto liability (hired autos) and name us as additional insured.</p> <p>If vendor drives a personal auto: Vendor needs to provide proof of insurance</p>
<p>If the answer is <u>NO</u>, See "Does Vendor Drive to the Site?"</p>	<p>If vendor does <u>NOT</u> drive</p>
	<p>We need to find out how vendor is getting to the site. Contact Risk Management</p>