Kindly provide us with a copy of your current Certificate of Liability Insurance.

As an affiliated vendor with the University, we require specific insurance for your products and/or services. If you do not have a copy of this document, please contact your insurance agent.

**NOTE:** In order to avoid delays in orders and/or payment, the University of Miami shall be listed as the certificate holder and as an additional insured under the general liability policy in the document. We do not need a copy of your insurance policy. We have attached a copy of our vendor requirements for your review.

Thank you in advance for your prompt response. Please contact our office if you have any questions.

Corporate Risk Management  
P. O. Box 248106  
Coral Gables, Florida 33124-2945  
PH: (305) 284-3163 Fax: (305) 284-3405

Revised February 1, 2019
All providers of services and/or products wishing to contract with the University of Miami are required to maintain appropriate insurance coverage’s and limits as outlined below. The following represents the University’s basic insurance requirements. Additional coverage/limits may be required for special services or activities.

Please Note: Vendors are not required to carry all the policies listed below, only those which apply based on scope of work.

**Comprehensive General Liability** Limits: $1,000,000 (per occurrence)/$2,000,000 (aggregate)
*Please refer to the Additional Insured clause listed below.
Policy Endorsements Required:
*Bodily Injury
*Contractual
*Products & Completed Operations
*Personal Injury
*Independent Contractors

**Sexual Misconduct**
Where applicable, $1,000,000 per occurrence/$3,000,000 aggregate
*Please refer to the Additional Insured clause listed below.

**Liquor Liability**
Where applicable, as a standalone policy or may be included in CGL above.

**Worker’s Compensation**
Statutory limits set by the State of Florida

**Automobile Liability**
Where applicable, Policy Endorsement requirements:
*Bodily Injury/Property Damage Limits: $1,000,000
*All vehicles

**Professional Liability**
Where applicable, Professional liability (medical/health) $1,000,000 per occurrence/$3,000,000 aggregate
All other Professional Liability $1,000,000 per occurrence/$1,000,000 aggregate

**Cyber Liability**
Where applicable, $5,000,000 aggregate.
*Please refer to the Additional Insured clause listed below

**Additional Insured**: (this must be shown on the certificate)
“*The University of Miami, a non-profit corporation, is named as an additional insured with respect to general liability coverage. “

**Certificate Holder**: (this must be shown on the certificate)
University of Miami
Risk Management
PO Box 248106
Coral Gables, FL 33124-2945

Revised February 1, 2019
A Certificate of Insurance *must be filed in the office of Risk Management at least (2) two weeks prior* to the execution of any contract or purchase order. If you have any questions, please do not hesitate to call us at (305) 284-3163. Our fax number is (305) 284-3405.