



City of Dublin
LIABILITY INSURANCE REQUIREMENTS
FOR PRIVATE FACILITY RENTALS

Phone: 925-556-4500

Email: Recreation@dublin.ca.gov

The person listed on the contract is required to obtain commercial liability insurance in the amount of **\$1 million per occurrence/\$2 million aggregate**. This may be purchased from the City of Dublin or it may be provided by the renter (through homeowners insurance, business insurance, etc.). The user's insurance coverage shall be primary. The City of Dublin, its officers, officials, employees and volunteers are to be covered as additional insured by an endorsement for commercial general liability coverage. For rentals that will have alcohol, proof of **liquor liability** must be included in the insurance coverage in the amount of **\$1 million**. The original certificate of insurance and endorsements must be submitted to the Community Services Department two weeks prior to the event. Your event may be canceled if the certificate of insurance and endorsements fulfilling all requirements are not received by the City of Dublin at least two weeks prior to the event date.

Please use the following address on the insurance certificate under "certificate holder."

City of Dublin
100 Civic Plaza
Dublin, CA 94568

The following addresses pertain to the rental facilities of the City of Dublin.

Shannon Community Center
11600 Shannon Avenue
Dublin, CA 94568

Dublin Senior Center
7600 Amador Valley Boulevard
Dublin, CA 94568

Dublin Heritage Park & Museums
6600 Donlon Way
Dublin, CA 94568

The Wave
4201 Central Parkway
Dublin, CA 94568

Dublin Civic Center
100 civic Plaza
Dublin, CA 94568

Dublin Public Library
200 Civic Plaza
Dublin, CA 94568