

**BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF WARREN**
WAYNE DUMONT, JR ADMINISTRATION BUILDING
165 COUNTY ROAD 519 SOUTH
BELVIDERE, NJ 07823-1949



Jason J. Sarnoski, Director
Lori Ciesla, Deputy Director
James R. Kern III, Commissioner

Telephone: 908-475-6500
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**CHECKLIST FOR SUBMISSION FOR APPROVAL
VENDORS**

Vendor/Organization: _____
Description of Event: _____
Date, Time, Place Requested: _____
Name & Address of Contact: _____
Telephone & Email: _____

Check Off If Attached

- 1. Certificate of Insurance for General Liability naming the County of Warren as Additional Insured (County of Warren must be listed in the Certificate Holder Box).
 - Combined Single Limit of \$1,000,000 each occurrence and \$2,000,000 aggregate for bodily injury and property damage.
- 2. Certificate of Insurance for Business Automobile Insurance naming County of Warren as Additional Insured.
 - Automobile Liability Coverage, with a combined single limit of liability per occurrence of \$1,000,000 for bodily injury, property damage.
- 3. Certificate of Insurance for Workers' Compensation and Employers Liability.
 - Employers Liability Limit shall be a minimum of \$1,000,000, in accordance with New Jersey Statute (\$1,000,000/\$1,000,000/\$1,000,000).
- 4. Commercial Umbrella limits must be at least \$2,000,000 - \$3,000,000 and must provide coverage over all underlying policies.
- 5. Prior to the event, valid Certificates of Insurance, and all applicable Additional Insured endorsements, verifying that the foregoing insurance requirements have been met.