

HOUSTON FIRST CORPORATION

Fish Plaza ♦ Jones Plaza ♦ Root Memorial Square ♦ Sabine Promenade ♦ Sesquicentennial Park

Insurance Requirements

All licensees of **Fish Plaza, Jones Plaza, Root Memorial Square, Sabine Promenade** and **Sesquicentennial Park** are required to provide an insurance certificate well in advance of their event. Although a specific due date for submission is stated in each license agreement, we recommend strongly that you present the following information regarding the coverage amounts and endorsements required to your insurance representative as soon as possible.

- **Commercial General Liability** insurance against claims for bodily injury or death and property damage occurring in or upon or resulting from the facility, affording immediate protection to the limits of not less than \$500,000 per occurrence with a \$1,000,000 aggregate and including advertising injury and personal injury.
- Houston First Corporation and the City of Houston must be named as **additional insureds** on the policy.
- The policy must contain an endorsement **waiving any claim or right of subrogation** against Houston First Corporation and the City of Houston.
- The issuer of any policy shall have a certificate of authority to transact insurance business in the State of Texas or have a Best's rating of at least B+ and a Best's Financial Size Category of Class IV or better, according to the most current edition of Best's Key Rating Guide, Property/Casualty - United States.
- The certificate holder should be listed as follows:

**Houston First Corporation
Attn: Booking Coordinator
Wortham Theater Center
510 Preston St., 4th Floor
Houston, TX 77002**

- If you or your insurance representative have questions about the insurance requirements for use of our facilities, then please contact Diane Salinas at 832-487-7021 or by email at diane.salinas@houstonfirst.com.