

Certificate of Insurance (COI):

	CERTIFICATE OF LIABILITY INSURANCE	<input type="button" value="Reset Fields"/>
<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p>		<input type="text" value="DATE (MM/DD/YYYY)"/>
<p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p>		
<input type="text" value="PRODUCER"/>	<input type="text" value="CONTACT NAME"/>	

Vendor Information Form (VIF):

The Certificate of Insurance must be for no less than \$1,000,000 dollars each occurrence, the Certificate Holder field must read "Hartnell Community College District, 411 Central Avenue, Salinas CA 93901", the Description of Operations field may be general or project specific, and the certificate **must include the Additional Insured endorsement that amends the policy.**

NOTE: The Bold/Underline text here is for emphasis – it does not occur on the form.