



**INSURANCE REQUIREMENTS  
FOR VENDORS**

- Employers Liability \$1,000,000
- Commercial General Liability (“CGL”), Bodily Injury and Property Damage including Premises-Operations and Products-Completed Operations on an “if any” basis, Blanket Contractual, Independent Contractors, Personal and Advertising Injury, XCU Hazards Coverage, No Insured vs. Insured Exclusion or Limitation \$1,000,000 per occurrence, \$1,000,000 personal and advertising injury, \$2,000,000 general aggregate (with a per location endorsement specifying the Property), \$1,000,000 products-completed operations aggregate
- Commercial or Business Automobile Liability, Bodily Injury and Property Damage (including owned, non-owned, leased and hired vehicles) \$1,000,000 per occurrence
- Workers Compensation In compliance with requirements of the State where the Property is located
- Umbrella or Follow Form Excess Liability At Least As Broad As Primary CGL \$5,000,000 per occurrence, \$5,000,000 annual aggregate
- Garage Keepers Legal Liability (when applicable) \$1,000,000  
Subject to a deductible provision not to exceed \$250 per occurrence
- Garage Liability Insurance (when applicable) \$1,000,000  
Combined Single Limit
- Non-occupational and Disability Insurance, if required by the State where the Property is located
- Fidelity Bond coverage on a blanket basis covering Contractor and all those of its employees who have access to or are responsible for the handling of Agent’s or Owner’s funds, in an amount as Agent or Owner shall reasonably request, having such deductible as shall be determined from time to time by Agent or Owner, and naming Owner as a loss payee

NOTES:

With respect to CGL and Umbrella/Excess Liability coverage, **Catalina Media Development II, LLC, The Worthe Real Estate Group, Inc. (“Worthe”), Wells Fargo Bank N.A., Morgan Stanley Bank N.A. and all Related Interests** must be named as an additional insureds by **signed endorsements**, and on the Certificate of Insurance, both in form and content acceptable to Worthe.

Certificate of Insurance is to be furnished evidencing compliance with all insurance requirements. Each policy shall be endorsed to provide Worthe with not less than thirty (30) days prior written notification in

the event of cancellation or non-renewal. Tenant or Vendor/Contractor, as applicable, shall provide complete copies of its insurance policies to Worthe upon request.

Certificate shall state, and each policy shall be endorsed to provide, that "Such policies are primary and non-contributory and any insurance carried by Worthe is excess.

**Please note on the certificate the name of the project and/or client that this certificate is being requested for.**

Upload certificate to: <http://www.tenanthandbooks.com/ethm/vendorcert.cfm?bid=2116>

Password: 2cvendor

Mail certificate to: Catalina Media Development II, LLC c/o  
Worthe Real Estate Group, Inc.  
3000 West Alameda Avenue, Unit #130  
Burbank, California 91505

**IMPORTANT NOTICE:** DIFFERENT AND/OR ADDITIONAL COVERAGES MAY BE REQUIRED IN THE SOLE DISCRETION OF WORTHE DEPENDING UPON THE NATURE, SCOPE AND RISKS OF THE OCCUPANCY, WORK OR SERVICES.

Contractor shall carry the above indicated at his/her own expense.

All policies shall provide, by policy provision or endorsement acceptable to Worthe, for waiver of the insurers' rights of recovery (by subrogation or otherwise) against Worthe, Agent and Owner.

*If you have any questions about our requirements, please contact the Management Office at (818) 840-6000 or via email at [2CBurbank@worthe.com](mailto:2CBurbank@worthe.com). All incomplete Certificates of Insurance will be returned to the vendor for correction and reissuing.*