**DARTMOUTH COLLEGE INSURANCE REQUIREMENTS**

**Professional Services**

 **GENERAL and PROFESSIONAL SERVICES LIABILITY**

 **INSURANCE REQUIRED**

 (Primary, Umbrella or Both)

 **GL & PL** **CRIME BOND/INSURANCE**

Employee Benefits Consulting, Design, $ 2,000,000 $ 2,000,000

 and/or Implementation

Third Party Claims Administrators $ 2,000,000 $ 2,000,000

Employment Agency $ 2,000,000 $ 2,000,000

Security Agency $ 2,000,000

Insurance Brokerage Firms $ 2,000,000 $ 5,000,000

Management/Business Consultant $ 2,000,000

Hired Architects (building structural design) $ 2,000,000

Hired Architects (building interior) $ 2,000,000

Environmental Consultants $ 2,000,000

Hired Engineers $ 2,000,000

Landscape Designers $ 2,000,000

Advertising Agent $ 1,000,000

Marketing Promotional Firm $ 1,000,000

Lobbyist $ 1,000,000

Public Relations Consultant $ 1,000,000

**CERTIFICATES OF INSURANCE MUST INDICATE THE FOLLOWING**

1. The *Trustees of Dartmouth College* **must** be added as an *Additional Insured* as it pertains to the work done/service provided and/or product delivered to the College.
2. The Certificate Holder must be: The Trustees of Dartmouth College

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Hanover, NH 03755

3) Certificates indicating *Additional Insured* by **written contract** are not accepted.

4) Additional insurance limits may be required, depending on (a) services or equipment involved, or

(b) perceived risk exposure to the College.

**For questions, please contact the Office of Risk and Internal Controls Services at (603) 646-2442.**

*January, 2013*