**DARTMOUTH COLLEGE INSURANCE REQUIREMENTS**

**Transportation Services**

 **GENERAL and AUTO LIABILITY\***

**SERVICES INSURANCE REQUIRED**

 (Primary, Umbrella or Both)

Charter Bus Company – Buses >15 passengers $ 1,000,000 $ 5,000,000

Valet Services (Garagekeepers) $ 2,000,000

Limousine Rental Service $ 1,000,000 $ 1,500,000

Shuttle Service Company $ 1,000,000 $ 5,000,000

Moving and Storage $ 2,000,000 $ 5,000,000

*\* Automobile Liability insurance is required for contractors/vendors where they transport Dartmouth property, transport Dartmouth students or staff, or use of vehicle is integral to the performance of the contract.*

**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

53 South Main Street, Suite 212

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*