



**ESTRELLA MOUNTAIN  
COMMUNITY COLLEGE**

A MARICOPA COMMUNITY COLLEGE

## ***Certificate of Insurance Requirements***

*Before a contract signed, vendors/contractors doing business with the Maricopa County Community College District are required to provide a certificate of insurance.*

The Certificate Holder can read either of the two following names. The legal name of MCCCCD must be listed first and can be followed with college name and contact.:

- **Maricopa County Community College District**  
**Estrella Mountain Community College**  
**3000 N Dysart Road**  
**Avondale, AZ 85392**
- **MCCCCD should be named as an additional insured:** Maricopa County Community College District, its agents, officers, officials, employees, and volunteers are hereby named as additional insured's as their interests may appear.
- **The certificate must also include, at a minimum, the following insurance coverage's:**
  - Commercial General Liability (GL) = Each Occurrence \$1,000,000 and General Aggregate \$2,000,000
  - Commercial Automobile Liability (AL) = \$1,000,000
  - Workers' Compensation (WC) = \$1,000,000

Certain vendors, contractors or employers may be exempt from providing proof of Workers' Compensation insurance. In which case a Sole Proprietor Waiver or an Independent Contractor Agreement should be completed.

**Mail Certificate to:**  
**Estrella Mountain Community College**  
**c/o: Budget Office**  
**Attn: Event Coordinator**  
**3000 North Dysart Road**  
**Avondale, AZ 85323-1000**