



## **Department of Parks & Recreation**

P.O. Box 1366, Green Cove Springs, FL 32043

Phone: (904) 284-6378

[www.claycountygov.com](http://www.claycountygov.com)



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### ***Requirements for All Certificates of Insurance***

All prospective users and user groups are required to name the Clay County Board of County Commissioners as an additional insured on their policies.

The ***Certificate Holder*** Shall Be as Follows:

The Clay County Board of County Commissioners  
477 Houston Street  
Green Cove Springs, FL 32043

Also, please note that the following verbiage must be placed in the box section of your certificate where the

***Description of Operations/Locations/Vehicles/Exclusions Added***  
By Endorsement/Special Provisions is located:

Clay County, a political subdivision of the State of Florida; and The Board of County Commissioners, Clay County, Florida, its employees, agents, boards and commissions, as their interests may appear.

An "X" must be in the ADDL INSR field.

Under the Limits section:

EACH OCCURRENCE: A minimum of 1 million dollars

GENERAL AGGREGATE: A minimum of 1 to 2 million dollars

Any questions pertaining to the insurance requirements and wording can be forward to the Risk Manager's Office @ (904) 529/278-4718.

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