



This form is used to certify that the insurance requirements are valid for work within the public right-of-way. For further information, contact the Planning and Development Department Civil Permits Counter at 200 West Washington, 2nd Floor, Phoenix, Arizona 85003, or call 602-262-6551.

The city of Phoenix, in conformance with City Code Part II, Chapter 31, Article III, Section 31-40, has established requirements for projects that require work within the public right-of-way. These insurance requirements are summarized below:

1. An ACORD Certificate of Liability Insurance evidencing Comprehensive General Liability coverages including but not limited to, bodily injury, property damage, products liability and completed operations, personal and advertising injury, containing no exclusions for; explosion, collapse and/or underground operations. This is mandatory for all permits. (see Statement of Local Proof of Valid License)
2. Limits of liability shall contain not less than \$1,000,000 combined single limit when construction cost exceeds \$50,000. Right-of-way construction that is less than 50,000 will require a liability limit of \$500,000.
3. The Contractor's Certificate of Insurance must have the statement "The City of Phoenix is named as Additional Insured." Notice of policy cancellation, suspension or void must be provided by the Contractor to the City, within 2 business days of receipt. Notice shall be mailed, emailed, hand-delivered or sent by facsimile transmission to:

City of Phoenix
Planning and Development Department
Civil Permits – Insurance Certificates
200 West Washington Street, Second Floor
Phoenix, AZ 85003

Email address: Call the number listed below for an address.

Fax Number: (602) 534-2642

This shall apply to all liability coverage.

4. Please be sure that the certificate with authorized signatures is presented or sent by mail to our permit counter.

There are other indemnity provisions imposed upon the permittee by laws that are not included in this notice. If you have any further questions, please contact the Civil Permits Counter at 602-262-6551.