HOUSTON FIRST CORPORATION

Wortham Theater Center ✦ Jones Hall

Insurance Requirements

All licensees of the **Wortham Theater Center** and **Jones Hall** need to provide an insurance certificate well in advance of their event. Although a specific due date for submission is stated in each license agreement, we recommend strongly that you present the following information regarding the coverage amounts and endorsements required to your insurance representative as soon as possible.

- **Commercial General Liability** insurance against claims for bodily injury or death and property damage occurring in or upon or resulting from the facility, affording immediate protection to the limits of not less than $500,000 per occurrence with a $1,000,000 aggregate and including advertising injury and personal injury.

- **Workers' Compensation** in the statutory amount and **Employer's Liability** with limits no less than $500,000 bodily injury for each accident and disease limits of $500,000 per employee, $1,000,000 per policy.

- Houston First Corporation and the City of Houston must be named as **additional insureds** on all policies, except Workers' Compensation and Employer's Liability. If the licensed space will include the Brown or Cullen Theaters, then Wortham Center Operating Company must also be named as an additional insured.

- All policies must contain an endorsement **waiving any claim or right of subrogation** against the Houston First Corporation and the City of Houston. If the licensed space will include the Brown or Cullen Theaters, then Wortham Center Operating Company must also be named as an additional insured.

- The issuer of any policy shall have a certificate of authority to transact insurance business in the State of Texas or have a Best's rating of at least B+ and a Best's Financial Size Category of Class IV or better, according to the most current edition of Best's Key Rating Guide, Property/Casualty - United States.

- The certificate holder should be listed as follows:

  Houston First Corporation
  Attn: Booking Coordinator
  Wortham Theater Center
  510 Preston St., 4th Fl.
  Houston, TX 77002

- If you or your insurance representative have questions about the insurance requirements for use of our facilities, then please contact Diane Salinas at 713-250-3679 or by email at diane.salinas@houstonfirst.com.