

## What is a Certificate of Liability Insurance?

The Inland Empire Regional Science Olympiad (IERSO) Planning Committee is running the 2024 IE Science Olympiad tournament on the Etiwanda High School campus. Therefore, the school, which is part of the Chaffey Joint Union High School District, requires that your school/district provide us, the Inland Empire Regional Science Olympiad, with a "Certificate of Liability Insurance" or "Evidence of Coverage" Certificate in order to attend and participate in the March 16, 2024 IERSO program being held on the campus of Etiwanda High School.

You, as the coach for your team, will need to immediately request from your district/school/risk management office contact, insurance coverage, in the form of a Certificate of Liability and Additional Covered Party Endorsement, for your team's participation in the IERSO 23-24 program. The Certificate of Liability coverage certifies to the Chaffey Joint Union High School District that your district/school is aware of your school's participation in this event and authorizes your team's attendance in the IERSO program on March 16, 2024 at Etiwanda High School in Etiwanda, CA. The 'Certificate' also allows for all involved to understand that the district or insuring agency will provide liability coverage for each team's participants and district staff who participate in the program.

**Insurance Certificate Language:** (Certificate of Liability Insurance or Evidence of Coverage Certificate **and** Additional Covered Party Endorsement)

### **Certificate Holder:**

The *Chaffey Joint Union School District*, its Trustees & Board Members and the staff members of Etiwanda High School, its officers, agents, employees, and volunteers of each of them.

*If a district has more than one school participating in the upcoming program and the issuing agency allows for this, one certificate for all the participating schools in a district can be issued.*

## **Required Insurance Forms Destination**

Once completed, you or your school district must e-mail a PDF copy of the Certificate of Liability to [iescioly@gmail.com](mailto:iescioly@gmail.com) and a hard copy of the original Certificate mailed directly to the:

### **Etiwanda High School**

13500 Victoria Ave

Etiwanda, CA 91739

Attn: Lily Min

## **Certificate of Insurance Deadline**

Regardless of how the copy of the 'Certificate' is provided, the "original certificate(s)" must be mailed to Lily Min at the address provided above. Please include the name of the district, name of the school, and the team number to ensure that the documents are credited to the proper school. The Certificate of Liability or Evidence of Coverage Certificate must be **received** by **January 15, 2024** (email or US mail) to enable program staff to verify that all insurance requirements for your team have been met.

*Please give a copy of this information to your risk manager or insurance agency* contact to make them aware of the wording and time-lines needed for completion and receipt of the required information. In addition, please remember to check with your risk management office/insurance agent on a regular basis regarding the status of the completion of your 'Certificate'.