

CITY OF LAS VEGAS
Special Event Permit Application
Insurance Requirements

The City of Las Vegas Event Office hours are Monday – Thursday from 7:00 a.m. – 5:30 p.m. We are closed on Fridays.

Contact Phone: 702.229.6171 Email events@lasvegasnevada.gov

Insurance Requirements

For events held on public property, insurance must be obtained and certificates submitted prior to approval of any permit. The following are minimum requirements and the endorsements

Minimum liability requirements are as follows, subject to modification based on type of event/activity:

- ✓ Commercial General Liability: Minimum \$1M per Occurrence/\$2M Aggregate with a Waiver of Subrogation by Endorsement. Must include Contractual liability, Premises and Operations, and Personal Injury
- ✓ Automobile Liability: Minimum \$1M Combined Single Limit with a Waiver of Subrogation by Endorsement.
This requirement would apply only if the permit applicant will be using any vehicles in/during the special event.
- ✓ Workers Compensation. Nevada Statutory Limits. Employer’s Liability Minimum \$1M with Waiver of Subrogation by Endorsement
This requirement would apply only if the permit applicant will be using any hired or contract labor for/during the special event.
- ✓ Certificate must include a 30 day notice of cancellation provision (10 days for non-payment of the certificate premium)
- ✓ Insurer must be allowed to do business in Nevada or written through a Nevada-licensed broker
- ✓ Project title must be listed in description box

Applicant must submit an ACORD 25 Certificate of Liability Insurance naming the following as additional insureds:

The City of Las Vegas, its Elected Officials, Officers, Agents, Employees and Volunteers
495 south Main Street
Las Vegas, NV 89101

The Las Vegas Metropolitan Police Department
400 South Martin Luther King Blvd.
Las Vegas, NV 89106

IF you use Fremont Street between Las Vegas Blvd and 8th Street you must also add:

Fremont East Entertainment District
107 North 6th Street
Las Vegas, NV 89101

IF you use Fremont Street Experience, you must also add:

Fremont Street Experience, LLC
425 Fremont Street
Las Vegas, NV 89101

IF you use a State Highway you must also add:

Nevada Department of Transportation, State of Nevada
123 East Washington Avenue
Las Vegas, NV 89101