

LOS ANGELES UNIFIED SCHOOL DISTRICT  
 Division of Risk Management and Insurance Services  
 Risk Finance & Insurance Department



**LAUSD INSURANCE GUIDELINES – PARKING**

Please use this checklist as a guideline for parking leases in order to safeguard District students, school site administrators, and others. Note that there are unique circumstances that may require additional coverage. If you have any questions regarding the insurance guidelines please contact Risk Finance at (213)241-0329 or email [riskfinance@lausd.net](mailto:riskfinance@lausd.net).

▪ **SHORT-TERM LICENSE AGREEMENTS – PARKING LOT**

**SELF-PARKING WITH NO VALET SERVICES – LICENSEE, ORGANIZER**

**INSURANCE LIMITS:**

**COMMERCIAL GENERAL LIABILITY**

Per Occurrence Limit	\$1,000,000
Personal & Advertising Injury	1,000,000
General Aggregate Limit	2,000,000
Products & Completed Operations Aggregate	2,000,000
Fire Damage (Any One Fire)	50,000
Medical Payments (Any One Person)	5,000

**COMMERCIAL AUTO POLICY\***

Combined Single Limit	\$1,000,000
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*\*All owned, hired and non-owned autos must be covered. If there are no owned autos a signed Commercial Auto Liability waiver, and hired & non-owned coverage is required.*

**WORKER 'S COMPENSATION\***

Employer Liability	Statutory \$1,000,000
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*\*Sole proprietors with no employees are exempt from providing WC coverage, but must provide a signed waiver statement.*

**PARKING WITH VALET SERVICES – VALET VENDOR**

**INSURANCE LIMITS:**

**COMMERCIAL GENERAL LIABILITY**

Per Occurrence Limit	\$1,000,000
Personal & Advertising Injury	1,000,000
General Aggregate Limit	2,000,000
Products & Completed Operations Aggregate	2,000,000
Fire Damage (Any One Fire)	50,000
Medical Payments (Any One Person)	5,000

**COMMERCIAL AUTO OR GARAGE LIABILITY POLICY**

Combined Single Limit	\$1,000,000
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**GARAGE KEEPER POLICY**

Physical Damage	\$500,000
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**WORKER'S COMPENSATION**

Employer Liability	Statutory \$1,000,000
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The Commercial General Liability Policy and the Commercial Automobile Policy must contain an Additional Insured Endorsement wording of:

**LOS ANGELES UNIFIED SCHOOL DISTRICT & THE BOARD OF EDUCATION OF  
 THE CITY OF LOS ANGELES  
 333 S Beaudry Ave, 28<sup>th</sup> Floor, Los Angeles, CA 90017**