

RE: Insurance Requirements
CV Latitude 34 LLC
12130, 12150 & 12180 Millennium
Playa Vista, CA 90094

All contractors and subcontractors brought onto the premises are to provide property management with certificates of insurance evidencing the following minimum coverages before work commences. Failure to do so will delay any work your company proposes to do at the property.

All coverages must be placed with a BEST's "A" rated carrier - any lower rating will not be accepted.

1. Commercial General Liability insurance on an occurrence form for bodily injury and property damage with limits of \$1,000,000 each occurrence and \$2,000,000 from the aggregate of all occurrences in the policy year, including but not limited to premises-operation, products-completed operations and contractual liability.
2. Business automobile liability covering owned, hired and non-owned vehicles with limits of \$1,000,000 combined single limit each occurrence. **If the "any auto" box is checked on the certificate, this is acceptable in place of the owned, hired, or non-owned box being checked. The "owned autos only" box does not need to be checked if the vendor does not have any owned vehicles and states as such.*
3. Umbrella/excess liability insurance on the above with limits of \$ (see UMBRELLA/EXCESS LIABILITY LIMITS chart on page 3).
4. Employer's liability insurance in an amount not less than \$1,000,000.
5. Workers' compensation insurance in accordance with the laws of the state with jurisdiction.
6. Property insurance "the equivalent of causes of loss – special form" for the full replacement cost of all personal property, equipment, etc. owned by the contractor (vendor) and brought onto the property. Any deductible on covered losses shall be borne by contractor (vendor).
7. Include Waiver of Subrogation
8. The insurance contained in items 1 and 2 above shall include owner, the property manager and lender as additional insureds. (The required Additional Insureds entities are listed on page 2.) In addition to the certificate of insurance which should name these entities as additional insureds, please also request an endorsement issued by the insurance company which lists these entities as such. The most commonly used form for this type of Endorsement is the Industry Standard CG 20 10, or its equivalent. **The policy number** on this endorsement page must be the same as the policy number on the General Liability section of the Certificate of Insurance.

Include **Primary and Non-Contributing wording** as follows:

"With respects to claims arising out of the operation of the named insured, such insurance as afforded by this policy is primary and is not additional to or contributing with any other insurance carried by or for the benefit of the above Additional Insured " ---or equivalent wording---

An authorized Representative of the Insurance Company must sign the Endorsement Page.

9. Certificates and/or policy endorsements should provide each of the additional insureds with 30 days' prior written notice of cancellation except for 10 days' notice due to non-payment of premium.

CERTIFICATE HOLDER:

CV Latitude 34 LLC

c/o LPC West, Inc.
12150 Millennium, Ste. 100
Playa Vista, CA 90094

ADDITIONAL INSURED entities must be listed as follows:

CV Latitude 34 LLC
Clarion Partners LLC
LPC West, Inc.
Lincoln Property Company Commercial, Inc.
China Construction Bank Corporation
Senior Real Estate Finance Account (N), L.P.

Please fax or email a copy of the certificate and endorsements to the building management office at (310) 862-9491 or kponzio@lpc.com and mail the original. Should you have any questions, feel free to contact the management office at (310) 862-9490.

Sincerely,

LPC West, Inc. as Agent for
CV Latitude 34 LLC

UMBRELLA/EXCESS LIABILITY LIMITS

<u>\$2,000,000</u>	<u>\$4,000,000</u>
- carpet & flooring contractors	- elevator/escalator contractors (contact mgmt. to discuss)
- painters	- window cleaning & other trades involving the use of scaffolding
- exterminator	- roofing/skylight contractors
- glass contractors	- electrical contractors
- display sign and display set-up contractors	- concrete contractors
- plumber	- fire and life safety
- landscaper	
- hood vent cleaner	
- sheetrock and framing contractor	
- mechanical contractor	
- carpenters	
- gate/door contractors	
- security equipment installers	
- security contractors	
- moving companies	
- cleaning contractors	
- stone, wood, and metal maintenance	