

EXHIBIT B
Southern Methodist University
Office of Risk Management
Certificate of Insurance Requirements
(Third Party Doing Business with SMU) as of 10-25-17

A valid Certificate of Insurance must be provided to SMU's Office of Risk Management by any person or entity who is (i) providing goods or services to or for SMU, (ii) using SMU property for events, programs or other purposes or (iii) otherwise doing business with SMU (each a "Contractor"). Insurance must be in place prior to commencement of provision of goods or services or the use of property or other business engagement and must be maintained throughout the term of the contract or other engagement between SMU and the Contractor (the "Contract"), and thereafter, as required below:

1. These requirements apply to Contractor, and to Contractor's contractors, subcontractors, sub-subcontractors, consultants, suppliers and others fulfilling Contractor's obligations under the Contract, whether persons or entities and including international providers ("Subcontractors"). Contractor must require all Subcontractors to comply with the insurance requirements applicable to Contractor.
2. The Contractor must be licensed or otherwise authorized to do business in the State of Texas.
3. Insurance must be written on an ISO form CG 00 01 form or equivalent and must be issued by insurance companies with not less than an AM Best A-III rating.
4. Contractor must waive subrogation against SMU, its trustees, officers, employees, students, volunteers and agents for claims or any other loss arising out of Contractor's negligence or willful misconduct or omission.
5. Contractor shall provide coverage for broad-form indemnification if such indemnification is required by the Contract.
6. Contractor shall maintain all required insurance throughout the duration of the Contract. For any "claims-made" coverage such as insurance for any professional liability or directors and officers coverage, each policy must have a retroactive date prior to the date of project or Contract commencement and must be maintained by the Contractor until completion and for at least three (3) years thereafter either through policies in force or through "tail coverage."
7. Additional insured status shall be written as noted for commercial general liability, automobile liability and excess liability or as noted on the P.2 of this form using ISO additional insured endorsements for ongoing and completed operations. For purposes of this additional insured requirement, "equivalent coverage" means coverage for liability arising out of Contractor's actions and omissions in connection with the Contract, including coverage for the negligence or fault of Contractor and/or SMU or other parties indemnified under the Contract as to bodily injury or death of an employee or agent of the Contractor or of Subcontractors, including products-completed operations.
8. Contractor agrees to allow SMU to review all applicable insurance policies upon request.
9. Contractor is responsible for maintaining its own insurance coverage on its personal property.

The Certificate of Insurance must be completed using the following Description and Certificate Holder language:

1. **DESCRIPTION:** SMU must be named as additional insured unless noted otherwise on the attached form and must include the following language:

Southern Methodist University, its trustees, officers, employees, students, volunteers and agents are named as additional insured (as the interest of each insured may appear) as to all insurance coverage required.

2. **CERTIFICATE HOLDER:** listed as follows and address to send Certificate of Insurance to:

*Ellen Shew Holland, ARM, Associate Vice President & Chief Risk Officer
Southern Methodist University -- Office of Risk Management
P.O. Box 750231
Dallas, Texas 75275-0231 [by courier: 3050 Dyer Ct., Dallas, TX 75205]*

3. **CONTACT FOR QUESTIONS:** Associate Director, Risk Management
Your prompt attention in this matter is greatly appreciated. If you have any questions, **please contact (214) 768-2083 or riskmanagement@smu.edu; Fax: (214) 768-4138**

SOUTHERN METHODIST UNIVERSITY
Standard Limits of Liability and Certificate of Insurance Requirements

The following Standard Limits are the minimum requirements for all Contractors. There are specific requirements that supersede the Standard Limits for Contractors providing high-risk services or for other high-risk projects and events. Please consult with the Office of Risk Management.

Coverages required for this Contract are marked with an "X" in the second column titled "Description of Coverage". Coverages without an "X" are not required. **COVERAGE REQUIRED IS MARKED IN YELLOW**

Southern Methodist University Certificate of Insurance Requirements	Initiator Name: _____ Phone _____ Email _____	Contract Provider Name: _____ Contract # _____	Request Date: _____ Completed ORM: _____
Line of Coverage (Required if checked)	Description of Coverage	Limits of Liability (Minimum or as noted)	Additional Insured Language
General Liability CG 00 01	Premises Liability <u> X </u> Personal Injury <u> X </u> Products Liability <u> X </u> Medical Payments <u> X </u> Host Liquor Liability <u> </u> Sexual Molestation/Assault <u> X </u> General Aggregate <u> X </u> Contractual Liability <u> X </u>	\$1,000,000 per occurrence \$1,000,000 \$1,000,000 \$10,000 \$1,000,000 \$50,000 minimum SA \$2,000,000 \$1,000,000	Yes-ALWAYS Required
Automobile Liability CG 00 01 CA 00 05, ..12, ..20	Combined Single Limit <u> X </u> Charter Bus <u> </u> Garagekeepers' Legal <u> </u>	\$1,000,000 (autos) \$5,000,000 \$1,000,000 (valet)	Yes-ALWAYS if applicable
Excess Liability (GL)	Over General Liability, auto, employer's liability (WC) <u> </u> or other as noted: _____	\$5,000,000 or as noted: \$ _____	Yes
Director's & Officer's Liability	Wrongful Acts <u> </u> Errors & Omissions <u> </u>	\$1,000,000 per occurrence 2,000,000 aggregate or as noted: \$ _____	Yes
Professional Liability	Architects & Engineers <u> </u> Lawyer's Malpractice <u> </u> Medical Malpractice <u> </u> Technology Errors & Omissions <u> </u> Media Errors & Omissions <u> </u>	\$1,000,000 per occurrence \$1,000,000 per occurrence \$1,000,000 per occurrence \$1,000,000 per occurrence \$1,000,000 per occurrence	Yes
Cyber Liability	Breach, Privacy, Virus, Security <u> </u>	\$1,000,000 per occurrence \$2,000,000 aggregate all types of coverage	Yes
Crime/Fidelity	Embezzlement, Fraud, Theft <u> </u>	\$1,000,000 per occurrence \$2,000,000 aggregate	Yes
Workers' Compensation	Injury/Illness <u> X </u> Employer's Liability <u> X </u>	Statutory <u> X </u> \$1,000,000 <u> </u>	No-ALWAYS
Pollution Liability	Hazardous Transfer, Storage, Disposal Spills <u> </u>	\$1,000,000 per occurrence \$2,000,000 aggregate	Yes
Accident insurance (to be purchased from SMU)	For events, camp and conference attendees or as otherwise required by SMU <u> </u>	\$____/day/Attendee, times actual number of days Attendee is on campus	Yes
Tenant and Users Liability Insurance Policy (TULIP)	For events and catering or as otherwise required by SMU <u> </u>	Obtain password from SMU's Office of Risk Management and apply and pay online	Yes
Others as listed:			Yes