



MOUNTAINS RECREATION & CONSERVATION AUTHORITY
Leigh Tran, Special Events
King Gillette Ranch
26800 W. Mulholland Highway
Calabasas, CA 91302
leigh.tran@mrca.ca.gov

Special Event Insurance Information

Effective March 2018

A Certificate of Insurance (COI) is required for all special events. The MRCA requires that all events provide one million dollars (\$1,000,000) in comprehensive liability insurance.

The following entities must be included on the rider as additional insured for the duration of the permit:

- Mountains Recreation and Conservation Authority
- Rancho Simi Recreation and Park District
- Conejo Recreation and Park District
- Santa Monica Mountains Conservancy
- Los Angeles Unified School District

For purposes of this letter, all entities have the same address.

c/o Mountains Recreation and Conservation Authority
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The rider may be emailed to Leigh Tran leigh.tran@mrca.ca.gov.