



Fact Sheet Food Service Provider Insurance Requirements

REFERENCE

- 1) [Policy 6005: UCSB Interim Food Service Policy](#)
- 2) [Santa Barbara County Public Health Department Requirements for Temporary Food Facilities](#)

GETTING AN OUTSIDE FOOD SERVICE PROVIDER APPROVED TO PROVIDE SERVICES AT UCSB EVENTS

Before an outside commercial caterer can be approved by UCen Dining and Special Events Catering to provide catering at a UCSB event, the caterer's insurance and Health Permit must be approved by the campus Risk Management Office. The exact requirements that caterers must meet are described below. Once Risk Management has approved a caterer's insurance and Health Permit, the caterer's name will be placed on the [List of Approved Caterers](#).

Before an outside concessionaire or food truck can be approved by Campus Concessions to provide services at a UCSB event, the concessionaire's or food truck's insurance and Health Permit must be approved by the campus Risk Management Office. The exact requirements that concessionaires and food trucks must meet are described below. Once Risk Management has approved a concessionaire's or truck vendor's insurance and Health Permit, the Risk Management Office will inform Campus Concessions that they are approved to provide food services at UCSB events. Campus Concessions cannot entertain a request to use a concessionaire or truck vendor until they have been approved by Risk Management.

REQUIREMENTS THAT UCSB FOOD SERVICE PROVIDERS MUST MEET

- 1) Provide a CERTIFICATE OF INSURANCE that shows evidence of the following coverage:
 - A. Commercial Form General Liability w/Liquor Liability:

1. Combined Single Limit Per Occurrence	\$1,000,000
2. Products and Completed Operations	\$2,000,000
3. Personal and Advertising	\$1,000,000
4. General Aggregate, Bodily Injury, Property Damage	\$2,000,000
 - B. Business Automobile Liability: insurance for owned, scheduled, non-owned or hired automobiles with a combined single limit of not less than \$1,000,000 per occurrence.
 - C. Workers' Compensation: as required under California State Law.
 - D. The Regents of the University of California shall be named as an additional insured.
 - E. Certificates shall further provide for advance written notice to University in accordance with policy provisions of any modification, change, or cancellation of any of the required coverages.
 - F. Certificate Holder on the Certificate of Insurance shall be:

The Regents of the University of California
Risk Management Office
565 Mesa Rd.
University of California
Santa Barbara, CA 93106-5132

- 2) Provide a current COUNTY HEALTH PERMIT.

Submit documents to and or ask questions of:

Risk Management Office
565 Mesa Rd.
University of California
Santa Barbara, CA 93106-5132
tel (805) 893-5837
ron.betancourt@ehs.ucsb.edu

FORMS & FACT SHEETS

- Fact Sheet - [List of Approved Caterers](#)
- Fact Sheet - [Catering Services Approval Process](#)
- Form - [UCSB Catering Permit](#)
- Form - [Request for Evidence of Insurance From Food Service Provider](#)