



PARKS AND RECREATION DEPARTMENT

CUPERTINO SENIOR CENTER
21251 STEVENS CREEK BLVD • CUPERTINO, CA 95014
(408) 777-3150 • FAX (408) 777-3156

Class Proposal

Instructor's Name: _____ Phone number: _____
Address: _____ City: _____ Zip code: _____
Email: _____ Room Size/Type: _____
Class title: _____ Min/Max Students per class: _____
Available days/times: _____ Price per student: _____

Class Description (to be used in advertisement):

Room requirements and setup (tables, chairs, white board, dance floor, etc):

Certifications:

References:

For Contract Instructors:

Do you currently have a Cupertino Business License? Yes No
Do you currently meet the following requirements for Consultants? Yes No

Insurance. Contractor shall maintain the following insurance coverage, with the City as an additional named insured, and provide a Certificate of Insurance and Additional Insured Endorsement consistent with the following requirements:

- (a) **Workers' Compensation:** Statutory coverage as required by the State of California.
- (b) **Liability:** Commercial general liability coverage, to include sexual abuse and molestation, in the following minimum limits:

Bodily Injury: \$500,000 each occurrence; \$1,000,000 aggregate - all other Property
Damage: \$100,000 each occurrence; \$250,000 aggregate

If submitted, combined single limit policy with aggregate limits in the amounts of \$1,000,000 will be considered equivalent to the required minimum limits shown above.

- (c) **Automotive:** Comprehensive automotive liability coverage in the following minimum limits:
Bodily Injury: \$500,000 each occurrence
Property Damage: \$100,000 each occurrence --or--
Combined Single Limit: \$500,000 each occurrence

Consultant must comply with fingerprinting and criminal background investigation requirements

If you have any questions, please contact Kris Garcia at (408) 777-3380.