

Items Required by the Forest Service on a Certificate of Liability Insurance

This sheet correlates with the numbers listed on the Sample Certificate of Liability

1. The insured should be issued in the name of the permittee. The name of the permittee's company can also be listed.
2. The policy period should be covered for the duration of the operating season and should be up-to-date.
3. Liability should add up to a total of at least \$300,000.
4. The "US Government" should be listed as being additionally insured in the policy.
5. The cancellation policy should be written as "should any of the above described policies be canceled before the expiration date thereof, the issuing insurer will mail 30 days written notice to the certificate holder named to the left".
6. The certificate holder should read: US Government, c/o USDA Forest Service, Salmon-Challis National Forest, 1206 Challis Street, Salmon, ID 83467.
7. What is a National Master Policy Number? **EVERY YEAR** you must obtain a FS number by mailing in **your entire policy to: George J. Schaefer, the Chief Policy Reviewer, National Liability Insurance Review Program, P.O. Box 670/10024 US Hwy 12, Randle, WA, 98377-0670**. His telephone number is (360) 497-1156, his fax is 360 497-1102, and his email is gschaefer@fs.fed.us. After your insurance has been reviewed and found to be complete, a National Master Policy Number or Forest Service number is given to you and associated with that insurance policy. This number will also be listed in the description operations/locations/vehicles/exclusions added by endorsements/special provisions block on your insurance certificate. This number changes each year and is assigned to you once your policy has been reviewed.
8. The insurance should be a "Certificate of Liability Insurance".