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## **Vendor Course Instruction**

### **LIABILITY INSURANCE**

Every independent contractor that applies for Vendor Course Instructor status with Gorman Learning Center (GLC) is required to carry a minimum of \$1,000,000 of liability insurance.

GLC and the vendor are entering into an agreement. GLC requires proof of liability insurance and is named the Certificate Holder. GLC and the business address is to be listed on the certificate.

A Certificate of Liability Insurance is an insurance industry form that provides proof of certain types of insurance carried by the vendor. The certificate must be signed by an authorized insurance representative as it verifies to the Certificate Holder what insurance policy and coverage is in place at the time the certificate is issued.

It is the contractor's responsibility to update GLC with a new insurance certificate after the original term expires.