



# THE CORPORATION OF THE CITY OF WINDSOR

## OFFICE OF THE CITY SOLICITOR *RISK MANAGEMENT DIVISION*

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### **NOTICE TO INSURANCE BROKER** **Encroachment – Commercial Properties**

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Your client has an agreement with The Corporation of the City of Windsor where their property is encroaching on the municipal right-of-way.

As part of the agreement, your client is required to fully indemnify the City, and to provide an insurance certificate satisfactory to the City's Risk Management Division. The Certificate must:

- be in the full legal name of the client
- name The Corporation of the City of Windsor as an additional insured
- show Commercial General Liability Insurance in the amount of Two Million Dollars (\$2,000,000) per occurrence
- contain cross-liability/severability clause
- contain a 30-day cancellation notice requirement, to be mailed to:

The Corporation of the City of Windsor  
Risk Management Division  
400 City Hall Square East, Suite 403  
Windsor, Ontario N9A 7K6

Any questions on the above can be directed to **DANA STRAUS, RISK ANALYST** at 519.255.6100 x. 1638 or [dstraus@city.windsor.on.ca](mailto:dstraus@city.windsor.on.ca)

Please note that your client cannot commence operations until the Certificate is received and approved.