



THE CITY OF NEW YORK
MAYOR'S OFFICE
OF FILM, THEATRE,
AND BROADCASTING

1697 Broadway, 6th Floor, NY, NY 10019
Phone: (212) 489-6710 • Fax (212) 262-7677

INSURANCE INFORMATION FOR REQUIRED PERMITS

In order for you or your organization to be eligible for a Motion Picture or Television Permit, you must present to the Mayor's Office of Film, Theatre, and Broadcasting:

*AN ORIGINAL CERTIFICATE OF INSURANCE**

which is signed in ink by the Broker's Authorized Representative and which states:

1. The name and address of the insured person or production company.
2. THIS IS THE EXACT LANGUAGE WHICH MUST APPEAR ON THE CERTIFICATE.
"The City of New York is named as additional insured pursuant to, or with coverage at least as broad as, ISO Form CG 20 12 (07/98 ed.). "
3. That the policy provides at least One Million Dollars (\$1,000,000) [usually listed as 1,000 thousands] in US currency or its equivalent of Comprehensive General Liability for each instance of claim.
4. The name of the insurance company and the broker, with the broker's phone number.
5. The policy number.
6. The dates for which the policy is in effect, including both the start and expiration dates.
7. That the policy may not be modified or canceled without **seven days** prior written notification to the Mayor's Office of Film, Theatre and Broadcasting.

Please note that we do not accept FAX copies or photocopies of Insurance Certificates.

*** INSURANCE WAIVER**

An insurance waiver may be applied for by filmmakers who can demonstrate that the current insurance cost for a one million dollar General Liability policy would be equal to or more than 25% of their total budget. For example, if your budget is \$4000 and the insurance cost is \$1000, you are eligible to apply for the MOFTB waiver because your insurance cost is 25% of \$4000.

Please see the reverse for a partial list of Insurance Brokers

PARTIAL LIST OF INSURANCE BROKERS

PLEASE NOTE: The appearance of any broker on this list does not constitute an endorsement of said broker by the City of New York. The listing is provided simply as a convenience for persons or organizations who do not have insurance and wish to investigate the various companies specializing in Comprehensive General Liability geared to the entertainment industry.

American Agents & Brokers, Inc.
19 Fulton Street, Suite 308A
New York, NY 10038
212/349-3390

Film Emporium
274 Madison Avenue
New York, NY 10016
800/371-2555

AON/Albert G. Ruben
48 West 25th Street, 12th Floor
New York, NY 10010
212/627-7400

General Marine Inc.
1285 Avenue of the Americas, 35th Fl.
New York, NY 10019
212/348-9333 ext. 26

C & S International Insurance Brokers
19 Fulton Street, Suite 308A
New York, NY 10038
212/406-4499

HSBC Insurance Agency (USA) Inc.
452 Fifth Avenue
New York, NY 10018
212/525-6368
866/410-1540

Casswood Insurance Agency Ltd.
Entertainment Division
379 Broadway
Saratoga Springs, NY 12866
800/972-2242

J&H Marsh & McLennan, Inc.
1166 Avenue of the Americas
New York, NY 10036-2774
212/345-5000

Robert M. Davidson
PO Box 566
Chappaqua, NY 10514
800/826-1504

Kornreich - Nia
521 Fifth Avenue
New York, NY 10175
212/867-0070

DeWitt Stern Group, Inc.
420 Lexington Avenue
New York, NY 10170
212/867-3550

Robertson Taylor (North America) Inc.
330 Seventh Avenue, 9th Floor
New York, NY 10001
212/279-4519

D.R. Reiff & Associates
320 West 57th Street
New York, NY 10019
212/603-0231

Taylor & Taylor
90 Park Avenue
New York, NY 10016
212/490-8511

E.G. Bowman Co., Inc.
97 Wall Street
New York, NY 10005
212/425-8150

USI Entertainment Insurance Services
470 Park Avenue South, 14th fl.
New York, NY 10016
800/USI-9378 ext. 5471

Event Insurance Brokers LLC
19 Fulton Street, Suite 308A
New York, NY 10038
888/289-2112

Ventura Insurance Brokerage
777 Third Avenue, 17th floor
New York, NY 10017
212/702-3300