



# **RENTAL RESERVATIONS**

## **Local Vendor Resource List**

Nestled between the Santa Cruz Mountains and San Francisco Bay, the City of Mountain View is a diverse community, ideally located in the heart of the Silicon Valley (10 miles north of San Jose and 35 miles south of San Francisco). At just over 12 square miles, the city is home to approximately 75,000 residents, nationally and internationally known corporations, as well as a thriving small business base.

Mountain View prides itself on providing excellent public services and facilities that meet the needs of a caring and diverse community in a financially responsible manner. In an effort to provide clients with access to information that will assist them in planning their event(s), the City of Mountain View—Local Vendor Resource List has been compiled to highlight a variety of resources within our City and throughout the local region that may be of service to you. While we have gained some familiarity with the different businesses, it is your responsibility to fully research and ensure your event's utmost success. If you have any questions regarding the City of Mountain View—Local Vendor Resource List, please contact your City of Mountain View staff liaison for additional information. Thank you!



# City of Mountain View

## Catering Services

Amber India  
www.amber-india.com  
415.777.0500

Anytime is Taco Time, Inc.  
www.anytimeistacotime.com  
408.293.9915

Arguello Catering  
www.arguellocatering.com  
650.366.6540

The Boneyard  
www.theboneyardtruck.com  
650.399.3300

Catered Too  
www.cateredtoo.com  
650.240.2300

Citlaly's Taco Catering  
<https://www.yelp.com/biz/citlalys-taco-catering-san-jose>

Cornejos Catering  
www.cornejoscatering.org  
408.286.1656

Esposito's Catering  
www.espostos.com  
650.588.9500

Fambrini's Café—Delivery Only  
www.fambriniscafe.com  
650.858.1268

Handheld Catering  
www.handheldcatering.com  
408.465.0466

Haute Cuisine  
www.hautecuisinecatring.net  
650.279.8965

Jalsa Catering & Events  
www.jalsasf.com  
408.480.3825

Latin & Asian Hospitality Group  
www.latin-asian-fusion.com  
415.583.3130

Ladle 'n Wok  
www.ladlenwok.com  
925.264.9508

Mantra India  
www.mantraindiausa.com  
650.960.1000

Michaels at Shoreline  
www.michaelsatshoreline.com  
650.861.3403



The Party Helpers  
www.thepartyhelpers.com  
408.435.7337

Passion for Catering  
www.passionforcatering.com  
510.909.9576

Peninsula Catering  
www.peninsulacatering.net  
650.368.3137

Salt & Honey Catering & Events  
www.saltandhoneycatering.com  
510.735.9253

Shoreline American Bistro & Café  
www.shorelinelake.com  
650.965.3779

TOAST  
www.toastbayarea.com  
415.425.5532

## Rental Equipment & Staffing Services

AM Party Rentals  
www.ampartyrentals.com  
650.363.1050

Bay Area Event Lights  
www.bayareaeventlights.com  
408.502.7229

BB Event Productions  
www.bbeventproductions.com  
510.566.5677

Bright Party Rentals  
www.brightrentals.com  
650.652.0300

Casanova Event Resource  
www.casanovaeventresource.com  
510.963.5458

Chairs for Events  
www.chairs4events.com  
650.226.5992

Fine Linen Creation  
www.finelinencreation.com  
408.216.9512

Your Party Rental Company  
www.yourpartyrentalcompany.com  
650.588.2420

Unica Party Rentals, Inc.  
www.unicapartyrentals.com  
650.610.9002

## Bartending

A Twist of Lime  
www.atwistofli.me  
877.793.5463

The Bartender Company  
www.bartendercompany.com  
800.619.9563

Blackbirds and Tonic  
www.blackbirdsandtonic.com  
831.331.5077

Mitik Mobile Bartending  
mitikmobilebartending.com  
510.221.6383

We Set the Bar  
yelp.com/biz/we-set-the-bar  
510.269.4211

# Insurance + Food Truck Requirements—Please Read

**Overall Insurance Policy:** In an effort to minimize risk of loss as well as liability, the City of Mountain View requires insurance for all vendors providing \$1 million commercial general liability (\$2 million aggregate), \$1M automobile insurance, \$1M workers compensation, and additional insured endorsements naming the City of Mountain View as additional insured.

In addition, insurance is required for your event occurrences, and may be obtained by submitting payment and paperwork prior to your rental event.

It is the client's responsibility to ensure that all vendor documentation be finalized a minimum of thirty (30) business days prior to the event, with notification via the

Vendor Request Form submitted approximately sixty (60) days prior to the event.

The City of Mountain View reserves the right to approve and/or deny requests based on the timeliness and accuracy of insurance packets submitted for review.

**Pre-Approved Vendors:** In this packet, a list of pre-approved rental, lighting, staffing and catering companies is shown on page two. For these vendors only, no additional documentation is required.

Please refer to the New Vendor Request Form, should you have any specialized dietary, cultural and/or other vendor requirements that necessitate additional insurance review..

**Food Truck Permitting:** The food truck resource list (shown below) includes a diversity of food truck options.

*The list is a resource list only*, such that food trucks are asked to follow the overall insurance policy.

**Waiver Requirements:** For all other, lower-risk vendors contracted to work and/or deliver on site, a Voluntary Assumption of Risk, Release of Liability and Indemnification Agreement must be submitted.

The waiver is shown in the Rengstorff House rental packet, which you will receive upon confirmation of your event permit; waivers are not required for friends and/or family providing event support and/or logistics related to the event.

Bao n Boba	Locksley Creamery	Saucey'z
Curry Up Now	Magical Donuts	Southern Comfort Kitchen
Curveball Slider Truck	Marks the Spot Fine Food	Speedy Panini
El Halal Amigos	MazzeH Grill	Sip and Slide
Golden Gate Gyro	Momo Grill Truck	Smokey's & the Oyster Guy
Hibachi Truck	Mozzeria	Tea Lyfe Drinks: BOBA Tea Catering
Hill Country - Capelo's BBQ	Rasa Rasa	Thai Thai Food Truck
Hongry Kong	Rice Rockit	Upper Cut Sous Vide Cuisine
Jolly's Old Fashioned Teas Cream	Road Dogs	Waffle Roost / Waffle Amore
Kabob Trolley: Hella Helal	Rocko's Ice Cream Tacos	We Sushi
Koja Kitchen	Sajj Mediterranean Street Eats	Whisk on Wheels
Kona Ice	Sam's Chowder Mobile	Wicked Star
Little Green Cyclo	Sanguchon	3-3-3



For Eco-Friendly Event Options, You Might Consider:



# Vintage & Custom Design, Invitations, Supplies

Beoucoup www.beau-coup.com 650.967.3700	Hyegraph Invitations & Calligraphy www.hyegraph.com 415.626.0461	Strume' Handcrafted Guitar Picks and Guitar Pick Necklaces www/strume.co
Cross and Dot Designs www.etsy.com/shop/ crossanddotdesigns	One True Love Vintage Rentals www.onetruelovevintage.com 415.741.5884	Sweet & Crafty www.sweetandcrafty.com 650.595.3404
Found Vintage Rentals www.foundrentals.com 510.473.8419	Party Crush Studio www.partycrushstudio.com 925.595.8580	Swoon Custom Chalk www.partyslate.com/event-pros/ swoon-custom-chalk 925.998.0728
Jennifer Barone Typewriter Poetry jenniferbarone.wordpress.com 415.672.8730		Written Word Calligraphy www.writtenwordcalligraphy.com 415.931.5492

## Music & Entertainment

All Ears DJ and Photobooth www.allearsdj.com 785.766.2596	DJ Eli Fresh Mode www.elifreshmode.com 916.546.8281	Grupo Candingo Norteno Contamos con Minisonido 452.506.2912
Bay Area All Strings & Brass www.bayarea-asab.com 650.284.6560	DJ Jazzy Jez www.salsabythebay.com /dj-jazzyjez/ 408.390.4124	Heart of Gold Www.heartofgolddjs.com 805.300.7498
Benny B. Music Productions Www.bennybemusic.com 415.290.8487	DJ Jeremy Productions www.djjeremyproductions.com 510.390.2233	Lucky Devils Band www.luckydevilsband.com 786.210.9501
BIG FUN Disc Jockeys www.bigfundj.com 800.924.4386	DJ Megasound Entertainment Including DJ Robots! 510.575.3886	Maestros De Ritmo www.sfbayparties.org 925.382.4699
Boutique DJs www.boutiquedjs.com 877.775.5758	DJ Oz www.djozmobile.com 408.410.0779	Mariachi Ensembles: www.mariachibonitas.com www.mariachimexicanisimo.com www.sanjosetapatio.com
John H. Clarke, Guitarist and DJ www.johnclarkemusic.com 415.578.4548	DJ Ryan Jay www.wearevep.com 707.685.2562	Mitzvah DJ www.mitzvahdj.com 800.944.9585
Community School of Music & Arts www.arts4all.org 650.917.6800	DJ Tanveer www.djtanveer.com 408.687.3880	Sounds Elevated www.soundselevated.com 510.779.2423
DJ Armin www.djarmin.com 707.479.0918	Dylan Galvin Music www.dylangalvin.com 410.279.4736	Sound Wave Mobile DJ www.soundwavemobiledj.com 510.938.7903
DJ Dr. T www.drtnmuzik.com 415.309.8306	Elite Entertainment www.e3music.com 408.733.8833	Synchronicity Strings www.synchrostrings.com 510.367.0979
	Entire Productions www.entireproductions.com 415.291.9191	

## Officiants

Buddhist Weddings www.buddhistwedding.org 415.518.5188	Lissin Lev Chaya, Celebrant www.lissinsong.com 650.455.8438	Tomorro Ceremonies by Ebony www.tomoroceremonies.com/about 510.396.8335
Ceremonies by Alison www.ceremoniesbyalison.com 415.810.9572	Moana Meadow www.moanameadow.com 510.866.6898	Vow Muse www.vowmuse.com 510.881.6097
Goldpot Ceremony Facebook.com/goldpotceremony 408.802.0971	Nilesh Pandya, Hindi Priest https://www.instagram.com/ nilesh_pandyaji/	Weddings by Emma Chavez www.weddingsbyemmachavez.com 559.720.0800
Inner Light Ceremonies yelp.com/biz/inner-light-ceremonies 516.946.9588	Officially Hitched www.officiallyhitched.com 628.400.2684	Wedding Vows by Nilou www.weddingvowsbynilou.com 408.829.0895
Lauren Snead, Wedding Officiant www.laurensnead.love 207.409.0844	Personal Weddings by Chris www.personalwedding.net 925.980.6384	Winner Weddings by Roya www.winnerweddings.org 925.264.9219

## Wedding Planners

Aakruti Designers www.aakrutidesigners.com 669.342.9501	Events by Satra www.eventsbysatra.com 408.425.7317	Patricia Torres Events www.patriciatorrevents.com 510.314.2281
Akrisha Wedding & Event Planners www.akrishaevents.com 510.585.9476	Events by the Bay www.eventsbythebay.com 415.794.6704	Precious Designs & Events www.preciousevene.com 669.333.1144
Allora Event Designs www.alloraeventdesigns.com 510.909.9889	Flora Flora www.florafloreaevents.com 669.302.6322	Queen's Creative Events www.queenscreativeevents.com 925.318.1275
Blushing Joy Events www.blushingjoyevents.com 510.846.1050	Flores Events www.floresevents.online 530.205.3030	Relic Events www.relic-events.com 831.204.0424
C&J Events and Experiences www.cjeventsandexperiences.com 916.833.6325	Henna Bash Event Services https://www.linkedin.com/in/roopa- raman-06755016/ 408.621.4391	Ryder Sloan Events www.rydersloanevents.com 615.944.2653
Chau Events www.chauevents.com 510.383.6326	Jashn & Co. www.jashn.biz 510.396.8335	Simple Little Details www.simplelittledetails.com 408.444.6685
Danzante Events www.danzanteevents.com 831.840.1862	Leanne Lane Weddings www.leannelaneweddings.com 408.348.4564	Simply Elegant by Diana www.booksimplyelegant.com 510.260.6148
Dream A Little Dream www.dreamalittledreamevents.com 415.931.8366	Lorelle Events www.lorelleevents.com 949.792.6444	Tickled Events www.tickledevents.com 510.501.8949
The Event Besties www.theeventbesties.com 404.937.9670	Limelight Productions www.limelightp.com 415.686.7452	Trilogy Events www.trilogyeventplanning.com 714.392.9869
Events by Tyler www.EventsByTyler.com 415.850.2728	A Paper Flower Wedding www.apaperflowerwedding.com 650.483.5209	Two Perfect Events www.twoperfectevents.com 650.260.8788

## Florists & Design

Aili Ice Designs  
www.ailliicedesigns.com  
650.299.1211

Arjan Flowers & Herbs  
www.arjanflowers.com  
510.652.2887

Bell & Trunk Flowers  
www.bellandtrunk.com  
415.6480519

Bings Design  
www.bingsdesign.com  
415.724.2153

Dahlias and Details  
www.dahliasanddetails.com  
831.889.0703

Dream Flowers Floral Design Studio  
www.dream-flowers.com  
510.545.6270

Erica Rose Design  
www.ericarosedesign.com  
415.678.5556

Flora & Fauna  
www.florafauanabymichele.com  
650.560.8416

Floral Senses Designs  
www.floralsenses.com  
415.299.3772

The Flowers Valley  
www.theflowersvalley.com  
707.893.9581

Green Petal  
www.greenpetaldesigns.com  
415.623.4050

Petite Petal Company  
www.petitepetalco.com  
408.540.7429

Precious and Blooming  
www.preciousandblooming.com  
408.221.4105

Poppy's Petalworks  
www.poppypetalworks.com  
415.806.2950

## Attire & Accessories

BHLDN / Anthropologie  
www.bhldn.com  
650.566.1325

Bo Lee Bridal  
www.boleebridal.com  
408.774.9242

Bridal Galleria Atelier  
www.bridalgalleria.com  
415.362.2277

Camille La Vie – Group USA  
www.camillelavie.com  
408.935.8787

Elegant Lace Bridal  
www.elegantlacebridal.com  
408.978.2230

Flare's Bridal + Formal  
www.flaresbridal.com  
925.939.3306

Gesinee's Bridal  
www.gesineesbridal.com  
925.686.6444

Hall Madden Custom Menswear  
www.hallmadden.com  
510.241.2741

Haute Bride  
www.hautebride.com  
408.827.4775

Hey Lady: Stylish Wedding Shoes  
www.shopheylady.com  
650.269.8965

Janene's Bridal Boutique  
www.janenesbridal.com  
650.263.8100

Men's Warehouse  
www.menswarehouse.com  
408.733.2016

Rin's Bridal  
www.rinsbridal.com  
650.595.3404

Suit Shop  
www.suitshope.com  
773.303.6006

Trudys Brides  
www.trudysbrides.com  
408.377.1987

Twigs & Honey – Bella Bridesmaid  
www.twigsandhoney.com  
415.931.5492

Winnie Couture Bridal Atelier  
www.winniecouture.com  
415.525.3642

ZARA Men's  
www.zara.com  
669.666.5840

## Makeup & Styling

Aimee Lam  
aimeemakeupartistry.com  
408.805.2805

Bun Bun Bridal Lab  
www.bunbunbridallab.com  
415.990.2533

Design Her Image  
www.designherimage.com  
408.242.8154

Dreamcatcher Artistry  
www.dreamcatcherartistry.com  
805.453.5029

Henna & Beyond  
www.henna-and-beyond.com  
408.247.7719

Jireh Hair & Makeup Artistry  
www.jirehartistry.com  
408.417.3126

Julie Dy  
www.juliedy.com  
415.235.4802

Madame Me Makeup & Hair  
www.madameme.com  
510.754.2745

OMG! Nails and Spa  
www.omgnailsandspa.com  
650.969.3466

Rosey Skye  
www.roseyskye.com  
650.402.7886

Stone Foxx Boutique Salon  
www.stone-foxx.com  
650.264.8186

Weddings by Kelly Dale  
weddingsbykellydale.wixsite.com  
650.562.9337

## Cakes & Sweets

Butter&  
www.butterand.com  
415.707.7414

Cake Expressions  
www.cakeexpressions.com  
408.295.2253

Haleh Pastry & Cafe  
www.halehpastryandcafe.com  
408.379.2551

Icing on the Cake  
www.icingonthecakebakery.com  
408.354.2464

The Kibler Elf  
www.thekiblerelf.com  
408.809.5872

MoonBaby Cakes  
www.moonbabycakes.com  
415.480.4622

Namesake Cheesecake  
www.namesakecheesecake.com  
650.833.9529

Pastrychik  
www.pastrychik.com  
650.232.7126

Pink Elephant Bakery  
thepinkelephantbakery.com  
408.923.3436

Sibby's Cupcakery  
www.sibbyscupcakery.com  
415.613.4373

Studio Cake  
www.studiocake.com  
650.326.1019

Sugar Butter Flour  
www.sugarbutterflour.com  
408.732.8597

SusieCakes Bakery  
www.susiecakes.com  
650.324.2252

Sweets by Nika  
www.sweetsbynika.com  
650.441.4753

Sweet Memories from India  
24 Chakra.com  
210.595.9224

Zibatreats Cakes  
www.zibatreatssj.com  
408.764.1188

## Photography & Video

Action Flip Books & Green Screen  
www.actionflipbooks.com  
800.785.0260

Another Lu Photography  
www.anotherluphoto.com  
415.316.3517

Ashley Maxwell Photography  
www.ashleymaxwellphoto.com  
408.569.3086

The Booth Bus  
www.theboothbus.com  
831.295.1311

Chelsea Dier Photography  
www.chelseadier.com  
206.595.4187

Chiarashine Photography  
chiarashinephotography.com  
408.832.9131

Collikeskope Studios  
www.collideskope.com  
669.696.2860

Indigo Sky Studios  
www.indigoskystudios.com  
916.460.2830

IO Photo Studio  
www.iophotostudio.com  
650.305.1495

JennaBeth Photography  
www.jennabeth.com  
415.299.1079

Kande Photo Booths + AI Sketch Bot  
Kandephotoboosts.com  
650.491.9488

Lacey Michelle Photography  
www.laceymichellephoto.com  
408.307.2954

Linneth de la Rocha  
www.linnethdelarocha.com  
650.206.9544

Meg Messina Photography  
www.megmessina.com  
415.641.4226

MOVE Photography  
www.movephotography.com  
707.776.6891

Nirav Patel Photography  
niravpatelphotography.com  
209.817.3851

One Snap Photobooth  
www.onesnapphotobooth.com  
408.480.1242

Rosa Delgado Photography  
www.rosadelgado.com  
510.290.3095

S & J Photo Creation  
www.sjphotocreation.com  
415.516.7003

Sabine Scherer Photography  
www.sabineschererweddings.com  
510.228.4655

Sandra Fazzino Photography  
www.sandrafazzino.com  
408.755.5914

Say Ya Photobooth  
www.sayyaphotobooth.com  
415.944.7505

ShootAnyAngle Photography  
www.shootanyangle.com  
408.805.4408

S&J Photo Creations  
www.sjphotocreation.com  
415.516.7003

Upma Sharma Photography  
upmasharmaphotography.com  
425.518.9978

Vivo Photography  
www.vivophotography.com  
408.250.8927

Whittaker Portraits  
www.whittakerportraits.com  
408.427.1450

## Accommodations

The Ameswell Hotel www.theameswellhotel.com 650.880.1000	Holiday Inn Express, An IHG Hotel www.hotelmountainview.com 650.967.7888	Radisson Inn Sunnyvale www.radissonhotelsamericas.com 408.747.0999
The Clement Hotel www.theclementpaloalto.com 650.322.7111	Hotel Avante, a Joie de Vivre Hotel www.jdvhotels.com/avante 650.940.1000	Ramada by Wyndham www.ramadasiliconvalley.com 650.967.6856
Courtyard by Marriott <i>Palo Alto/Los Altos</i> www.marriott.com 650.941.9900	Hotel Keen www.hotelkeen.com 650.327.2775	Residence Inn by Marriott www.residenceinn.com 408.477.1814
Crowne Plaza Cabana www.cabanapaloalto.com 650.857.0787	Hotel Nia www.hotelnia.com 650.900.3434	Rosewood – Sand Hill www.rosewoodhotels.com 650.561.1600
Dinah’s Garden Hotel www.dinahshotel.com 800.227.8220	Hotel Strata www.hotelstrata.com 800.445.7774	Shashi Hotel, an Urban Resort www.shashihotel.com 650.420.2600
Domain Hotel www.domainhotelsv.com/ (408) 247-0800	Hotel Valencia Santana Row www.hotelvalencia-santanarow.com 408.551.0010	Sheraton www.starwoodhotels.com <i>Palo Alto</i> 650.328.2800 <i>Sunnyvale</i> 408.745.6000
Four Seasons Silicon Valley fourseasons.com/siliconvalley 650.470.2875	Hotel Zico www.hotelzico.com 650.969.8200	TownePlace Suites www.marriott.com 408.733.4200
el PRADO www.elpradopaloalto.com 650.322.9000	Hyatt Centric Mountain View www.hyatt.com 844.207.7149	Treehouse Silicon Valley www.treehousehotels.com 408.900.9446
The Grand Hotel www.svggrandhotel.com 800.786.0827	Hyatt House Cupertino www.hyatt.com 669.220.3833	The Westin Palo Alto www.starwoodhotels.com 650.321.4422
Hilton Garden Inn www.hiltongardeninn.hilton.com 650.316.2105	The Nest www.nestpaloalto.com 650.493.2760	

## Transportation

ABC Chauffeured Limousines www.abctrans.com 650.401.6200	Elegant Journey Limousine www.ejlimo.com 408.249.5838	Noble, a Limousine & Sedan Transport Company www.nslimo.com 650.655.4600
BNG Worldwide Chauffeur Services www.bnglimousine.com 650.240.2666	Exotic Car Collection by Enterprise www.enterprise.com 408.201.2207	San Jose Royal Coach www.sanjoseroyalcoach.com 888.847.6925
Corinthian Ground Transportation Services www.corinthiantransportation.com 408.593.4144	Nationwide Limousine Service www.nslimo.com 650.873.8061	Silicon Valley Exotics www.svexotic.com 408.515/7866



# Request for NEW Vendor—Insurance Review

Please **print clearly** and complete the following in full. All insurance requests must be initiated a minimum of 60 days prior to event and completed a minimum of 30 days prior in order to work on site. If more than two (2) vendors require insurance review, additional time may be needed.

Date(s) of event : \_\_\_\_\_ Number of guests at your event : \_\_\_\_\_

Name(s) of renter : \_\_\_\_\_

Phone number : \_\_\_\_\_ Email : \_\_\_\_\_

Vendor—Description of Service:

- Caterer       Food Truck       Mobile Bar
- Rentals       Lighting       Bartender

Vendor Name: \_\_\_\_\_

Phone number : \_\_\_\_\_ Email : \_\_\_\_\_

I, \_\_\_\_\_ (name) understand that it is my responsibility to meet the City of Mountain View’s stated insurance requirements and that I am not being charged an additional fee for this event/insurance review. I acknowledge my own additional time that may be necessary to ensure that the paperwork is approved. I agree to ensure that timelines are met to ensure that approval is obtained in advance of my rental.

I will follow-up with a vendor’s staff liaison in a prompt manner and understand that the minimum requirements must be met by the vendor in order to be approved to work on City of Mountain View property.

- 1) Commercial general liability insurance
- 2) Additional insured endorsement for commercial general liability;
- 3) Automobile insurance certificate
- 4) Proof of worker’s comp

Signed (Renter’s Name Here): \_\_\_\_\_

Date of Submittal: \_\_\_\_\_

- Commercial general liability insurance
- Additional insured endorsement for commercial general liability
- Automobile insurance certificate
- Proof of worker’s comp

Staff Notes:

Submit to: [rhourentals@mountainview.gov](mailto:rhourentals@mountainview.gov)

3070 N. Shoreline Boulevard, Mountain View, CA 94043



## City of Mountain View

### **What is the City's policy on insurance for services on its premises and grounds?**

Insurance is required for rental companies, caterers, food trucks, lighting and service companies, and must be provided through carriers with a Best Rating Guide rating of A:VII or higher, in an effort to minimize risk of loss as well as liability to which the City of Mountain View may be exposed. If you are unable to secure a vendor from the available, approved list, it is strongly recommended that you seek City approval of that vendor's insurance prior to initiating a contract with them. We require:

### **Commercial General Liability and Automobile Liability Insurance:**

Proof of comprehensive General Liability insurance, as well as non-owned and hired Automobile Liability, in an amount of not less than One Million Dollars (\$1,000,000) per occurrence, Two Million Dollars (\$2,000,000) aggregate, and include bodily injury and property damage as a combined single limit or equivalent. Such insurance shall name the City of Mountain View, its agents, employees, volunteers and officers as an additional insured. Claims-made policies are not acceptable. When an umbrella or excess coverage is in effect, it must follow the form of the underlying coverage.

### **Workers' Compensation Insurance:**

Vendors must be familiar, and comply, with the Workers' Compensation laws of California (contained in Section 3700 of the Labor Code). In addition, clients and vendors may not employ any person in any manner so as to become subject to the Workers' Compensation laws of California.

### **Other Insurance Provisions:**

The City of Mountain View, its officers, officials, employees and volunteers are to be covered as additional insured by Endorsement CG 20 10 11 85 or other endorsement approved by CITY's Risk Manager for Commercial General and Automobile Liability coverage. (Only the endorsement confers insurance coverage for the City and allows the City to be directly reimbursed for any claims. A certificate only shows proof of insurance and does not provide any coverage for the City.)

For any claims related to this project, insurance coverage shall be primary and any insurance or self-insurance maintained by CITY, its officers, officials, employees and volunteers shall not contribute to it.

A complete list of food truck vendors is available from the City of Mountain View. In order to work on site, food trucks must hold a current Mountain View Mobile Vendor Permit, provided they follow Mountain View City Code Chapter 15 and facility rental policies.

If, for any reason, the vendor fails to maintain insurance coverage that is required pursuant to this contract, the same shall be deemed a material breach of contract for the client. The City, at its sole option, may terminate this contract and obtain damages from client resulting from said breach. Unless insurance requirements are met for these higher-risk vendors, the City reserves the right to forbid work from occurring on its premises.

Please refer to the sample ACORD insurance certificate, and additional insured endorsement, as a guide for submitting insurance in advance of obtaining approval from your City of Mountain View liaison. Additional insured endorsements must not be conditional upon a contract with the City. Sample certificates are available to review.

# Liability Insurance Requirements for Businesses (Caterers, Rental Supply Companies, Etc)

Any private business or individual that will be conducting business within a Mountain View Rental Facility will be required to provide general liability insurance in the amount of \$1 million per occurrence/\$2 million aggregate. Also required is proof of Automobile coverage and Workers Compensation coverage.

The user's insurance coverage shall be primary. The City of Mountain View, its officers, officials, employees and volunteers are to be covered as additional insured by an endorsement.

For businesses providing beer, wine or champagne, proof of host liquor liability must be included in the insurance coverage in the amount of \$1 million.

Original certificates, that are current, must remain on file with the City of Mountain View. If the current coverage expires, that business will be removed from the approved vendor list and any scheduled events may be cancelled.

**Please use the following address on the insurance certificate under  
"certificate holder".**

City of Mountain View  
500 Castro Street  
Post Office Box 7540  
Mountain View, CA. 94041

**The following addresses pertain to the rental facilities of the City of Mountain View.**

Community Center  
201 S. Rengstorff Ave.  
Mountain View, CA. 94040

Senior Center  
266 Escuela Ave.  
Mountain View, CA. 94040

Adobe Building  
157 Moffett Blvd.  
Mountain View, CA. 94043

Rengstorff House  
3070 N. Shoreline Blvd  
Mountain View, CA. 94043