

## Certificate of Insurance

We are asking the schools that are sending students to the Mid-Columbia Regional Science and Engineering Fair to send a "Certificate of Insurance" from your school district. Send the sample certificate to your Business Office so the insurance form can be completed properly. Be sure that the additional insured and certificate holder information is worded as written on the sample.

This certificate tells the Mid-Columbia Science Fair Association that the school has insurance which will cover the students while they are on a school sanctioned event. This certificate also lets the Mid-Columbia Science Fair Association know which insurance company insures the school and states the limits of liability if a student does something to cause injury or harm.

These certifications must be in before we can allow your students to register and set up at the fair. If they are not received, registrations will not be accepted. The amounts of liability must be equal to or greater than those shown in the sample. Your school business office should be familiar with these forms, understands what it means, and will contact the insurance company to send a copy. Please have the Certificate of Insurance sent to:

Eva Baroni  
2530 Albemarle Ct.  
Richland, WA 99354                      email: eva.baroni@icloud.com

If your school is anticipating sending any students, please take care of this as soon as possible. We need to have an accurate count of the participating schools by March 1.

### **Certificates should include the following wording:**

#### **Certificate Holder**

Mid-Columbia Regional Science Fair Association, Inc.  
Attention: Eva Baroni  
2530 Albemarle Ct.  
Richland, WA 99354

#### **DESCRIPTION OF OPERATIONS / LOCATIONS**

RE: [Name of school district]'s participation in the Mid-Columbia Regional Science and Engineering Fair held on March 13, 2025, at the Washington State University Tri-Cities, and at Chief Joseph Middle School, Richland, Washington on March 15, 2025. The Mid-Columbia Regional Science Fair Association, Inc. (dba Mid-Columbia Science Fair) and its officers, directors, and volunteers are to be named as Additional Insured regarding the above listed participation.