CONSULTING SERVICES AGREEMENT

This Consulting Services Agreement ("Agreement") is made and entered into this _____ day of _____, 2026, ("Effective Date"), by and between the Housing Authority of the City of San Buenaventura, a public body, corporate and politic ("Ventura Housing") and _____, a _____ ("Consultant").

WHEREAS, Ventura Housing desires to hire Consultant to perform _____ _____ as more particularly specified herein; and

WHEREAS, Consultant represents that Consultant and/or Consultant's personnel have the qualifications and experience to properly perform such services.

NOW, THEREFORE, Ventura Housing and Consultant hereby agree as follows:

1. Scope of Services

Consultant shall furnish Ventura Housing with services as more particularly set forth in Exhibit A attached hereto and incorporated by this reference in full herein.

2. Method of Performing Services

Subject to the terms and conditions of this Agreement, Consultant may determine the method, details, and means of performing the services described herein.

3. Standard of Performance

Consultant agrees to undertake and complete these services to conclusion, using that standard of care, skill, and diligence normally provided by a professional person in performance of similar services.

4. Nonexclusive Services

This Agreement shall not be interpreted to prevent or preclude Consultant from rendering any services for Consultant's own account or to any other person or entity as Consultant in its sole discretion shall determine. Consultant agrees that performing such services will not materially interfere with services to be performed for Ventura Housing.

5. Coordination of Services

All services are to be coordinated with Ventura Housing's Chief Executive Officer or designee ("CEO") and shall be performed under the general direction of the CEO.

SAMPLE

6. Correction of Errors

Consultant agrees to correct, at its expense, all errors which may be disclosed during review of Consultant's services. Should Consultant fail to make such correction in a reasonably timely manner, such correction shall be made by Ventura Housing, and the cost thereof shall be paid by Consultant.

7. Principal in Charge

Consultant hereby designates _____ as its principal-in-charge and person responsible for necessary coordination with CEO.

8. Time for Performance

All services performed under this Agreement shall be completed pursuant to the schedule provided in Exhibit A attached hereto and incorporated by this reference in full herein. Ventura Housing agrees to amend the performance termination date whenever Consultant is delayed by action or inaction of Ventura Housing and Consultant promptly notifies CEO of such delays.

9. Ventura Housing's Responsibility

Ventura Housing shall cooperate with Consultant as may be reasonably necessary for Consultant to perform its services. CEO agrees to provide direction to Consultant as requested regarding particular project requirements.

10. Term of Agreement

Unless otherwise terminated as provided for herein, this Agreement shall begin on _____, 2026, and expire on _____.

11. Termination

a. This Agreement may be terminated by Ventura Housing if CEO notifies Consultant, in writing, of CEO's desire to terminate the Agreement. Such termination shall be effective 30 calendar days from the date of delivery or mailing of such notice. Ventura Housing agrees to pay Consultant in full for all amounts due Consultant as of the effective date of termination, including any expenditures incurred on Ventura Housing's behalf.

b. This Agreement may be terminated by Consultant if Consultant notifies CEO, in writing, of Consultant's desire to terminate the Agreement. Such termination shall be effective 30 calendar days from the date of delivery or mailing of such notice and only if all assignments accepted by Consultant have been completed prior to the date of termination.

SAMPLE

12. Compensation

a. Ventura Housing agrees to pay Consultant for services provided under this Agreement in the amount set forth in Exhibit A attached hereto and incorporated by this reference in full herein.

b. The acceptance by Consultant of the final payment made under this Agreement shall constitute a release of Ventura Housing from all claims and liabilities for compensation to Consultant for anything completed, finished, or related to Consultant's services.

c. Consultant agrees that payment by Ventura Housing shall neither constitute nor be deemed a release of the responsibility and liability of Consultant or its employees, subcontractors, agents, and subconsultants for the accuracy and competency of the information provided and/or services performed hereunder, nor shall such payment be deemed to be an assumption of responsibility or liability by Ventura Housing for any defect or error in the services performed by Consultant, its employees, subcontractors, agents, and subconsultants.

13. Non-Appropriation of Funds.

Payments to be made to Consultant by Ventura Housing for services performed within the current fiscal year are within the current fiscal budget and within an available, unexhausted, and unencumbered appropriation of Ventura Housing. In the event Ventura Housing does not appropriate sufficient funds for payment of Consultant's services beyond the current fiscal year, this Agreement shall cover payment for Consultant's services only up to the conclusion of the last fiscal year in which Ventura Housing appropriates sufficient funds and shall automatically terminate at the conclusion of such fiscal year.

14. Maintenance of Records

Consultant agrees to maintain books, accounts, payroll records, and other information relating to the performance of Consultant's obligations under this Agreement, which shall adequately and correctly reflect the expenses incurred by the Consultant in the performance of Consultant's work under this Agreement. Such books and records shall be open to inspection and audit by Ventura Housing during regular business hours for 3 years after expiration or termination of this Agreement. In addition, and upon request of Ventura Housing, Consultant shall submit for filing in Ventura Housing's office a complete set of other information relating to the performance of Consultant's obligations under this Agreement.

15. Confidentiality of Information

Any documents, materials, personal, or privileged information given to or prepared or assembled by Consultant under this Agreement shall be confidential and shall not be made available to any third person or organization by Consultant without prior written approval of the CEO.

SAMPLE

16. Indemnity

Consultant agrees to indemnify, hold harmless, and defend Ventura Housing, its governing board, and each member thereof, and every officer, employee, representative, or agent of Ventura Housing, from any and all liability, claims, demands, actions, damages (whether in contract or tort, including personal injury, death at any time, or property damage), costs, and financial loss, including all costs and expenses and fees of litigation or arbitration, that arise directly or indirectly from any acts or omissions related to this Agreement performed by Consultant or its agents, employees, subconsultants, subcontractors, and other persons acting on Consultant's behalf. This agreement to indemnify, hold harmless, and defend shall apply whether such acts or omissions are the product of active negligence, passive negligence, or acts for which Consultant or its agents, employees, subconsultants, subcontractors, and other persons acting on Consultant's behalf would be held strictly liable.

17. Insurance

Consultant shall maintain prior to the beginning of and for the duration of this Agreement, insurance coverage as specified in Exhibit B attached hereto and incorporated by this reference in full herein.

18. Independent Contractor

a. Ventura Housing and Consultant agree that in the performance of the services, Consultant shall be, and is, an independent contractor, and that Consultant and its employees are not employees of Ventura Housing. Consultant has and shall retain the right to exercise full control over the employment, direction, compensation, and discharge of all persons assisting Consultant.

b. Consultant shall be solely responsible for, and shall save Ventura Housing harmless from, all matters relating to the payment of Consultant's employees, agents, subcontractors, and subconsultants, including compliance with social security requirements, federal and State income tax withholding, and all other regulations governing employer-employee relations.

c. Consultant acknowledges that Consultant and Consultant's employees are not entitled to receive from Ventura Housing any of the benefits or rights afforded employees of Ventura Housing, including but not limited to reserve leave, sick leave, vacation leave, holiday leave, compensatory leave, Public Employees Retirement System benefits, or health, life, dental, long-term disability, and workers' compensation insurance benefits.

19. Consultant Not Agent

Except as CEO may specify in writing, Consultant, and its agents, employees, subcontractors, and subconsultants shall have no authority, expressed or implied, to act on behalf of Ventura Housing in any capacity, as agents or otherwise, or to bind Ventura Housing to any obligation.

SAMPLE

20. Conflict of Interest

Consultant shall promptly inform CEO of any contract, agreement, arrangement, or interest that Consultant may enter into or have during the performance of this Agreement that may conflict with Ventura Housing's interests. This requirement includes contracts, agreements, and arrangements with manufacturers, suppliers, contractors, or other clients whose interests might be served by the services performed under this Agreement and Consultant's or Consultant's clients' interest in land that might be affected by the services. Consultant shall take such measures as are necessary in the performance of this Agreement to prevent actual or appearances of conflicts of interest.

21. Assignability of Agreement

Consultant agrees that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's personnel's unique competence, experience, and specialized personal knowledge. Assignments of any or all rights, duties, or obligations of Consultant under this Agreement will be permitted only with the express written consent of CEO, which consent may be withheld for any reason.

22. Successors and Assigns

Consultant and Ventura Housing agree that this Agreement shall be binding upon and inure to the benefit of the heirs, executors, administrators, successors, and assigns of Consultant and Ventura Housing.

23. Force Majeure

Consultant and Ventura Housing agree that neither Ventura Housing nor Consultant shall be responsible for delays or failures in performance resulting from acts beyond the control of either party. Such acts shall include, but not be limited to acts of God, strikes, lockouts, riots, acts of war, epidemics, governmental regulations imposed after this Agreement was executed, fire, communication line failures, earthquakes, or other disasters.

24. Time of Essence

Consultant and Ventura Housing agree that time is of the essence in regard to performance of any of the terms and conditions of this Agreement.

25. Governing Law

Ventura Housing and Consultant agree that the construction and interpretation of this Agreement and the rights and duties of Ventura Housing and Consultant hereunder shall be governed by the laws of the State of California.

SAMPLE

26. Covenants and Conditions

Consultant and Ventura Housing agree that each term and each provision of this Agreement to be performed by Consultant shall be construed to be both a covenant and a condition.

27. Compliance with Laws

Consultant agrees to comply with all local, State, and federal laws, rules, and regulations, now or hereafter in force, pertaining to the services performed by Consultant pursuant to this Agreement.

28. Severability

Ventura Housing and Consultant agree that the invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision.

29. Waiver

Ventura Housing and Consultant agree that no waiver of a breach of any provision of this Agreement by either Consultant or Ventura Housing shall constitute a waiver of any other breach of the same provision or any other provision of this Agreement. Failure of either Ventura Housing or Consultant to enforce at any time, or from time to time, any provision of this Agreement shall not be construed as a waiver of such provision or breach.

30. Counterparts

Ventura Housing and Consultant agree that this Agreement may be executed in two or more counterparts, each of which shall be deemed an original.

31. Expenses of Enforcement

Consultant and Ventura Housing agree that the prevailing party's reasonable costs, attorneys' fees and expenses, including investigation fees and expert witness fees, shall be paid by the non-prevailing party in any dispute involving the terms and conditions of this Agreement.

32. Authority to Execute

Ventura Housing and Consultant acknowledge that the person executing this Agreement have been duly authorized by Ventura Housing and Consultant to do so on behalf of Ventura Housing and Consultant.

SAMPLE

33. Notices

a. Any notices to Consultant may be delivered personally or by mail addressed to _____.

b. Any notices to Ventura Housing may be delivered personally or by mail addressed to Housing Authority of the City of San Buenaventura, 995 Riverside Street, Ventura, CA 93001, Attention: Chief Executive Officer.

34. Amendment

Ventura Housing and Consultant agree that the terms and conditions of the Agreement may be reviewed or modified at any time. Any modifications to this Agreement, however, shall be effective only when agreed to in writing by both CEO and Consultant.

35. Entire Agreement

Ventura Housing and Consultant agree that this Agreement constitutes the entire agreement of the parties regarding the subject matter described herein and supersedes all prior communications, agreements, and promises, either oral or written.

(signatures appear on next page)

SAMPLE

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date written above.

HOUSING AUTHORITY OF THE CITY OF SAN BUENAVENTURA, a public body, corporate and politic	**_____, a California**
_____ Jeffrey Lambert, Chief Executive Officer	_____ [Name], [Position]

SAMPLE

EXHIBIT A

SCOPE OF SERVICES/COMPENSATION

I. **SCOPE OF SERVICES:** The services to be provided by the Consultant include but are not limited to the following:

II. **COMPENSATION:**

SAMPLE

EXHIBIT B
INSURANCE

Attachment INS-1

INSURANCE REQUIREMENTS FOR CONSULTANTS
(WITH ERRORS AND OMISSIONS REQUIREMENT)

1. Consultant shall obtain and maintain during the performance of any services under this Agreement the following insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of services hereunder by Consultant, its agents, representatives, employees, or subconsultants.

a. Commercial General Liability ("CGL") insurance with coverage at least as broad as Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury, and personal and advertising injury with limits no less than $2,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to the project or location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit;

b. Automobile Liability insurance with coverage at least as broad as Insurance Services Office Form Number CA 0001 covering Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than $1,000,000 per accident for bodily injury and property damage;

c. Professional liability/errors and omissions insurance appropriate to Consultant's profession to a minimum coverage of $1,000,000, with neither Consultant nor listed subconsultants having less than $500,000 individually. The professional liability/errors and omissions insurance must be project specific with at least a one-year extended reporting period, or longer upon request.

d. Workers' Compensation insurance in compliance with the laws of the State of California, and Employer's Liability insurance with limit of no less than $1,000,000 per accident for bodily injury or disease. (Not required if Consultant has no employees)

2. Consultant shall, prior to performance of any services, file with the Chief Executive Officer certificates of insurance with original endorsements effecting coverage required by this Attachment INS-1. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be on the attached forms or on other forms approved by the Chief Executive Officer. All certificates and endorsements are to be received and approved by the Chief Executive Officer before commencement of services. Failure to obtain the documents prior to the work beginning shall not waive Consultant's obligation to provide them. Ventura Housing reserves the right to require complete certified copies of all required insurance policies at any time. The certificates of insurance and endorsements shall be forwarded to the Chief Executive Officer, addressed as follows:

Housing Authority of the City of San Buenaventura
Attn: Chief Executive Officer
995 Riverside Street
Ventura, California 93001

3. Consultant agrees that all insurance coverages shall be provided by a California admitted insurance carrier with an A.M. Best rating of A:VII or better and shall be endorsed to state that coverage may not be suspended, voided, canceled, or reduced in coverage or limits without 30 days' prior written notice to the Chief Executive Officer. The Chief Executive Officer shall not approve or accept any endorsement if the endorsement contains "best effort" modifiers or if the insurer is relieved from the responsibility to give such notice. Claims made policies shall not be accepted for coverage required under this Attachment INS-1.

4. Consultant agrees that the commercial general liability and business automobile liability insurance policies shall be endorsed to name Ventura Housing, its Commissioners, officers, employees, agents, and volunteers as additional insureds as respects: liability arising out of activities performed by or on behalf of Consultant; products and completed operations of Consultant; premises owned, occupied or used by Consultant; or automobiles owned, leased, hired or borrowed by Consultant. The coverage shall contain no special limitations on the scope of protection afforded to Ventura Housing, its Commissioners, officers, employees, agents and volunteers. **The General Liability Special Endorsement Form and Automobile Liability Special Endorsement Form attached to this Attachment INS-1 or substitute forms containing the same information and acceptable to the Chief Executive Officer shall be used to provide the endorsements.** Additional insured status shall be provided by an endorsement at least as broad as ISO Form CG 20 10 11 85, or, if unavailable, the combination of CG 20 10, CG 20 26, CG 20 33, or CG 20 38, together with CG 20 37.

SAMPLE

5. The coverages provided to Ventura Housing shall be primary and not contributing to or in excess of any existing Ventura Housing insurance or self-insurance coverages, and at least as broad as ISO CG 20 01 12 19. This requirement shall also apply to any Excess or Umbrella liability policies. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to Ventura Housing, its Commissioners, officers, employees, agents and volunteers. The insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

6. The insurer shall declare any deductibles or self-insured retentions to and be approved by the Chief Executive Officer. At the option of the Chief Executive Officer, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects Ventura Housing, its Commissioners, officers, employees, agents and volunteers, or the Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses. The self-insured retention may be satisfied by either the named insured or Ventura Housing.

7. All insurance standards applicable to Consultant shall also be applicable to Consultant's subconsultants. Consultant agrees to maintain appropriate agreements with subconsultants and to provide proper evidence of coverage upon receipt of a written request from the Chief Executive Officer. Consultant shall ensure that Ventura Housing is named as an additional insured on insurance required from subconsultants.

8. Consultant hereby grants to Ventura Housing a waiver of any right to subrogation which any insurer of said Consultant may acquire against Ventura Housing by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation and provide a copy to Ventura Housing, but this provision applies regardless of whether an endorsement has been issued.

9. Consultant may use Umbrella or Excess Policies to provide the liability limits required in this Attachment INS-1. The policies shall be provided on a true “following form” coverage basis, with coverage at least as broad as provided on the underlying Commercial General Liability insurance.

10. Ventura Housing reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

SAMPLE

ACCORD CERTIFICATE OF INSURANCE

ISSUE DATE (MM/DD/YY)

PRODUCER

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

CODESUB-CODE

COMPANIES AFFORDING INSURANCE COVERAGE

INSURED

COMPANY LETTER A — SPECIFY COMPANY NAMES IN THIS SPACE

COMPANY LETTER B

COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	**GENERAL LIABILITY** [x] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS MADE [x] OCCUR. [x] OWNER'S & CONTRACTOR'S PROT.				GENERAL AGGREGATE $2,000,000 PRODUCTS COMP/OP AGG. $2,000,000 PERSONAL & ADV. INJURY $2,000,000 EACH OCCURRENCE $2,000,000 FIRE DAMAGE (Any one fire) $ MED. EXPENSE (Any one person) $
A	**AUTOMOBILE LIABILITY** [x] ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRED AUTOS NON-OWNED AUTOS GARAGE LIABILITY				COMBINED SINGLE LIMIT $1,000,000 BODILY INJURY (Per person) $ BODILY INJURY (Per accident) $ PROPERTY DAMAGE $
A	**EXCESS LIABILITY** UMBRELLA FORM OTHER THAN UMBRELLA FORM				EACH OCCURRENCE $ AGGREGATE $
A	**WORKERS' COMPENSATION** AND EMPLOYERS' LIABILITY				STATUTORY LIMITS EACH ACCIDENT $1,000,000 DISEASE-POLICY LIMIT $1,000,000 DISEASE-EACH EMPLOYEE $1,000,000
A	**OTHER** Errors and omissions insurance or malpractice insurance available for the insured's profession				Minimum coverage $1,000,000 Each consultant/ & listed sub-consultant $500,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/RESTRICTIONS/SPECIAL ITEMS

CERTIFICATE HOLDER

Housing Authority of the City of San Buenaventura
Attn: Chief Executive Officer
995 Riverside Street
Ventura, CA 93001

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ~~ENDEAVOR TO~~ MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, ~~BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.~~

AUTHORIZED REPRESENTATIVE

SAMPLE

GENERAL LIABILITY SPECIAL ENDORSEMENT
FOR THE HOUSING AUTHORITY OF THE CITY OF SAN BUENAVENTURA

SUBMIT IN DUPLICATE

ENDORSEMENT NO.	ISSUE DATE (MM/DD/YY)

PRODUCER

Telephone:

POLICY INFORMATION:
Insurance Company:
Policy No.:
Policy Period: (from) (to)
LOSS ADJUSTMENT EXPENSE ❒ Included in Limits ❒ In Addition to Limits

❒ Deductible ❒ Self-Insured Retention (check which) of $ _____ with an Aggregate of $_____ applies to _____ coverage. ❒ Per Occurrence ❒ Per Claim (which)

NAMED INSURED

APPLICABILITY. This insurance pertains to the operations, products and/or tenancy of the named insured under all written agreements and permits in force with the Authority unless checked here ❒ in which case only the following specific agreements and permits with the Authority are covered:

AUTHORITY AGREEMENTS/PERMITS

TYPE OF INSURANCE

GENERAL LIABILITY
❒ COMMERCIAL GENERAL LIABILITY ❒ Claims Made
❒ COMPREHENSIVE GENERAL LIABILITY Retroactive Date ____
❒ OWNERS & CONTRACTORS PROTECTIVE ❒ Occurrence

OTHER PROVISIONS

COVERAGES	LIABILITY LIMITS IN THOUSANDS $ EACH OCCURRENCE	AGGREGATE
❒ GENERAL		
❒ PRODUCTS/COMPLETED OPERATIONS		
❒ PERSONAL & ADVERTISING INJURY		
❒ FIRE DAMAGE		
❒ _____		
❒ _____		

CLAIMS: Underwriter's representative for claims pursuant to this insurance.

Name: _____

Address: _____

Telephone: ( ) ____

In consideration of the premium charged and notwithstanding any inconsistent statement in the policy to which this endorsement is attached or any endorsement now or hereafter attached thereto, insurance company agrees as follows:

1. **INSURED.** The Housing Authority, its officers, agents, employees, agents and volunteers are included as insureds with regard to liability and defense of suits arising from the operations, products and activities performed by or on behalf of the named insured.

2. **CONTRIBUTION NOT REQUIRED.** As respects: (a) work performed by the named insured for or on behalf of the Housing Authority; or (b) products sold by the named insured to the Housing Authority; or (c) premises leased by the named insured from the Housing Authority, the insurance afforded by this policy shall be primary insurance as respects the Housing Authority, its officers, agents, employees, agents or volunteers; or stand in an unbroken chain of coverage excess of the named insured's scheduled underlying primary coverage. In either event, any other insurance maintained by the Housing Authority, its officers, agents, employees, agents or volunteers shall be in excess of this insurance and shall not contribute with it.

3. **SEVERABILITY OF INTEREST.** This insurance applies separately to each insured against whom claim is made or suit is brought except with respect to the company's limits of liability. The inclusion of any person or organization as an insured shall not affect any right which such person or organization would have as a claimant if not so included.

4. **CANCELLATION NOTICE.** With respect to the interests of the Housing Authority, this insurance shall not be canceled, or materially reduced in coverage or limits except after thirty (30) days prior written notice by receipted delivery has been given to the Housing Authority.

5. **PROVISIONS REGARDING THE INSURED'S DUTIES.** Any failure to comply with reporting provisions of the policy or breaches or violations of warranties shall not affect coverage provided to the Housing Authority, its officers, agents, employees, agents or volunteers.

6. **SCOPE OF COVERAGE.** This policy, if primary, affords coverage at least as broad as:

a. Insurance Services Office Commercial General Liability Coverage, "occurrence" form CG 00 01; or

b. If excess, affords coverage which is at least as broad as the primary insurance form CG 00 01.

Except as stated above nothing herein shall be held to waive, alter or extend any of the limits, conditions, agreements or exclusions of the policy to which this endorsement is attached.

ENDORSEMENT HOLDER

Housing Authority of the City of San Buenaventura
Attn: Chief Executive Officer
995 Riverside Street
Ventura, CA 93001

AUTHORIZED REPRESENTATIVE
❒ Broker/Agent ❒ Underwriter ❒ ____

I _____ (print/type name), warrant that I have authority to bind the above-mentioned insurance company and by my signature hereon do so bind this company to this endorsement.

Signature _____
(original signature required)

Telephone: ( ) Date Signed _____

SAMPLE

AUTOMOBILE LIABILITY SPECIAL ENDORSEMENT
FOR THE HOUSING AUTHORITY OF THE CITY OF SAN BUENAVENTURA

SUBMIT IN DUPLICATE

ENDORSEMENT NO.	ISSUE DATE (MM/DD/YY)

PRODUCER

Telephone:

POLICY INFORMATION:
Insurance Company:
Policy No.:
Policy Period: (from) (to)
LOSS ADJUSTMENT EXPENSE ❒ Included in Limits ❒ In Addition to Limits

NAMED INSURED

❒ Deductible ❒ Self-Insured Retention (check which) of $ _____ with an Aggregate of $____ _____ applies to _ coverage. ❒ Per Occurrence ❒ Per Claim (which)

APPLICABILITY. This insurance pertains to the operations, products and/or tenancy of the named insured under all written agreements and permits in force with the Housing Authority unless checked here ❒ in which case only the following specific agreements and permits with the Authority are covered:

AUTHORITY AGREEMENTS/PERMITS

TYPE OF INSURANCE

❒ COMMERCIAL AUTO POLICY

❒ BUSINESS AUTO POLICY

❒ OTHER

OTHER PROVISIONS

LIMIT OF LIABILITY

$ _____ per accident, for bodily injury and property damage.

CLAIMS: Underwriter's representative for claims pursuant to this insurance.

Name: _____

Address: _

Telephone: ()____

In consideration of the premium charged and notwithstanding any inconsistent statement in the policy to which this endorsement is attached or any endorsement now or hereafter attached thereto, insurance company agrees as follows:

INSURED. The Housing Authority, its officers, agents, volunteers are included as insureds with regard to liability and defense of suits arising from the operations, products and activities performed by or on behalf of the named insured.

CONTRIBUTION NOT REQUIRED. As respects: (a) work performed by the named insured for or on behalf of the Housing Authority; or (b) products sold by the named insured to the Housing Authority; or (c) premises leased by the named insured from the Housing Authority, the insurance afforded by this policy shall be primary insurance as respects the Housing Authority, its officers, agents, employees, agents or volunteers; or stand in an unbroken chain of coverage excess of the named insured's scheduled underlying primary coverage. In either event, any other insurance maintained by the Housing Authority, its officers, agents, employees, agents or volunteers shall be in excess of this insurance and shall not contribute with it.

SEVERABILITY OF INTEREST. This insurance applies separately to each insured against whom claim is made or suit is brought except with respect to the company's limits of liability. The inclusion of any person or organization as an insured shall not affect any right which such person or organization would have as a claimant if not so included.

CANCELLATION NOTICE. With respect to the interests of the Housing Authority, this insurance shall not be canceled, or materially reduced in coverage or limits except after thirty (30) days prior written notice by receipted delivery has been given to the Housing Authority.

PROVISIONS REGARDING THE INSURED'S DUTIES. Any failure to comply with reporting provisions of the policy or breaches or violations of warranties shall not affect coverage provided to the Housing Authority, its officers, agents, employees, agents or volunteers.

SCOPE OF COVERAGE. This policy, if primary, affords coverage at least as broad as:

Insurance Services Office Automobile Liability Coverage, "occurrence" form CA0001, Code 1 ("any auto"), or if the named insured has no owned autos, Code 8 (hired) and 9 (non-owned); or

If excess, affords coverage which is at least as broad as the primary insurance form referenced in the preceding section (1).

Except as stated above nothing herein shall be held to waive, alter or extend any of the limits, conditions, agreements or exclusions of the policy to which this endorsement is attached.

ENDORSEMENT HOLDER

Housing Authority of the City of San Buenaventura

Attn: Chief Executive Officer

995 Riverside Street

Ventura, CA 93001

AUTHORIZED REPRESENTATIVE

❒ Broker/Agent ❒ Underwriter
❒ ____

I _____ (print/type name), warrant that I have authority to bind the above-mentioned insurance company and by my signature hereon do so bind this company to this endorsement.

Signature _____

(original signature required)

Telephone: ( ) Date Signed _____