



## **INSURANCE REQUIREMENTS FOR ATTACHMENT OF HOLIDAY DECORATIONS TO POLES**

The following specific insurance requirements for pole attachments are derived from PSE&G's general provisions for insurance provided in the corporate procedures manual.

1. Before any attachments are made, licensee should provide proof of the following minimum insurance in forms and with insurance companies acceptable to PSE&G:
  - A Workers' compensation insurance in accordance with statutory requirements and employers' liability insurance with a minimum limit of \$500,000 each occurrence.
  - B Comprehensive General Liability Insurance (occurrence form) including premises, contractual liability, products liability, completed operations, independent contractors, broad form property damage, damage caused by structural injury, and damage to underground utilities with the following limits of liability:
    - Bodily Injury - \$2,000,000 each occurrence
    - Property Damage - \$2,000,000 each occurrence
  - C Comprehensive Automobile Liability Insurance (only required if vehicles are to be used to install attachments) including coverage for all owned, non-owned and hired automobiles used by the licensee in the performance of the work with the following minimum limits of liability:
    - Bodily Injury - \$2,000,000 each occurrence
    - Property Damage - \$2,000,000 each occurrence
2. All liability coverage's shall name PSE&G as an additional insured to support the contractual obligations assumed by the licensee in acceptance of this contract and provide that this coverage is primary and without right of contribution from insurance carried by PSE&G.
3. Prior to the commencement of this agreement, licensee will deliver to PSE&G certificates of Insurance evidencing this coverage is in effect and providing at least thirty (30) days notice to PSE&G of any cancellation, termination, or material alteration of said insurance.
4. Licensee shall notify the company's representative and the claims department immediately, by visiting [www.pseg.com/claims](http://www.pseg.com/claims) to submit a claim within 24 hours after an occurrence thereof, of all accidents arising out of work done under this contract. Such notice shall not relieve either party of any of its obligations under this agreement, nor be construed to be other than a mere notification.
5. The insurance requirements as set forth above are to fully protect Public Service Electric and Gas Company from any and all claims by third parties, including employees of the licensee or its agents, sub-contractors, and invitees. Said insurance, however, is in no manner to relieve or release the licensee, its agents, sub-contractors and invitees from, or to limit their liability as to any and all obligations herein assumed.



## GUIDELINES FOR ATTACHMENT OF HOLIDAY DECORATIONS TO POLES

- Written requests for temporary attachments are to be sent the PSE&G Account Management Support, identifying the street location and specific pole number(s) and the length of time attachments will be in place. Attachments are to be temporary in nature.
- Application including specifications on proposed banners is reviewed by PSE&G engineering to approve or deny based on PSE&G guidelines. PSE&G engineering Technician will contact the applicant with their results.
- Name of company or persons actually installing the banners must be supplied to PSE&G.
- Laminated wood poles are not to be used for pole to pole banners.
- No bolts or lag screws permitted for attaching to poles. A minimum of two stainless steel straps must be used to secure the banner to the pole.
- Banner or sign attachments to be 40 inches below the lowest energized overhead low voltage conductors and no closer than 20 inches below a street light.
- Pole mounted banners must not exceed more than 2 feet beyond pole and no measure no longer than 4 feet in length.
- No poles with electric conduits running up pole are to be used unless specific approval is given.
- If pole is jointly owned with Verizon Telephone Company, Verizon's approval must also be obtained by Applicant.
- **A copy of insurance certificate, \$2,000,000 limit, must be provided naming PSE&G as certificate holder** to be forwarded to PSE&G with the application.
- Proof of insurance as outlined above must be supplied to PSE&G prior to approval.