

Building & Safety Department – Village of Bartley, Red Willow County

Code Official: 101 West Walnut Street Bartley, NE 69020
Phone No. 308-692-3222 Fax No. 308-692-3500

INSURANCE REQUIREMENTS FOR: DEMOLITION, ELECTRICAL, SIGNS, FIRE, STREET USE AND MOVING A HOUSE OR BUILDING

1. The name of the business must be on the certificate.
 2. The policy must include the Village of Bartley as an additional insured under the general liability policy and the endorsement must be noted on the Certificate of Insurance by using the phrase "Village of Bartley" as an additional insured." Please note the endorsement form number and include a copy of the endorsement. If the additional insured endorsement is restrictive, it must be an endorsement as it relates to a political subdivision issuing a permit. There is no written contractual relationship between the Village of Bartley and the insured and those endorsements should not be used.
 3. The certificate must have the signature of the authorized agent.
 4. The policy number must be listed on the certificate. (Binder numbers are not acceptable.)
 5. Must include minimum liability requirement of \$500,000 each occurrence.
 6. A certificate of insurance form is required.
 7. Electrical, and fire contractors must have a master's name listed on certificate as an insured. Example: Master Electrician Joe Smith as additional insured. (This does not apply to lawn sprinkler companies, street use, house or commercial building movers or sign contractors.)
 8. If you are not doing work in the Village right-of-way, a Bond is not required. Sign, Street Use, and Excavation Contractors must have a bond.
 9. Faxed copies of insurance forms are acceptable.
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BOND REQUIREMENTS FOR: EXCAVATION, STREET USE, HOUSE OR BUILDING MOVING THROUGH THE STREETS AND SIGN PERMITS

1. Must have a License and Permit bond for the amount of \$5,000.00 or a cashier's check for \$5,000.00 made payable to the Village of Bartley.
 2. Unless the Bond is signed by an Officer of the Surety Company, a Power of Attorney form must be attached or sent with the bond.
 3. The Power of Attorney form must be certified to include the execution date of the bond.
 4. The bond must be a one-year renewable bond with a starting and ending date.
 5. The bond must be an original - faxed copies are not acceptable.
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If you have any questions, please contact the Building and Safety Department at:

Phone: 308-692-3222 Fax: 308-692-3500 email: villageofbartley@swnebr.net

Mail forms to:

Village of Bartley Building & Safety Dept.; P.O. Box 99 Bartley, NE 69020