

## **Auto Coverage Certificate**

Did you know public entities don't have to carry auto coverage certificates?

Everyone is familiar with personal auto insurance, where proof of insurance is required for the vehicles we own and drive every day. But, in California, drivers of vehicles owned by public entities are not required to provide proof of insurance (Cal. Vehicle Code Sec. 16020(b)).

With this in mind, we have developed the attached ID card for entities that still choose to carry a certificate in the vehicle. Best practice suggests listing a contact but omitting any reference to an insurance policy or claim administrator. It has blank spaces that will need to be filled in with member specific information before distribution by the member. On the right side, fill in the contact information of whomever is responsible for handling incoming auto incident reports from third parties – this may be internal or a TPA.

The left side of the card is for the driver to document and retain information should an incident occur. The right side may be presented to the other driver upon request.

The following is a new format, so if you have any questions/concerns please let us know.

**CALIFORNIA INSURANCE IDENTIFICATION CARD**

(A BLANK COPY OF THIS CARD SHOULD BE KEPT IN THE INSURED VEHICLE)

**Insured:**

**IN CASE OF ACCIDENT:**

**Do not admit responsibility. Only discuss details with Law Enforcement if present. Report all accidents to your Supervisor or Department Head as soon as possible.**

**Obtain the following information of each driver, passenger and witness:**

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PHONE #:** \_\_\_\_\_

**INSURANCE COMPANY:** \_\_\_\_\_

**POLICY #:** \_\_\_\_\_

Take photos – if it is safe to do so.

**Use additional sheets if necessary**

**CALIFORNIA INSURANCE IDENTIFICATION CARD**

(THIS CARD MAY BE PRESENTED TO THE OTHER DRIVER UPON REQUEST)

**Insured:**

**PLEASE DIRECT QUESTIONS TO:**

**Claims Administration Contact Info:**

**NAME:**

**ADDRESS:**

**PHONE:**

**This vehicle is owned by a public entity  
(Cal. Vehicle Code Sec. 16020(b))**

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