

CITY OF LOS ANGELES INSURANCE REQUIREMENTS

The insurance certificate for the City of Los Angeles **MUST** be manually entered into the City's Risk Management portal, [KWIKCOMPLY.ORG](https://www.kwikcomply.org)[®], by a licensed broker. [KWIKCOMPLY.ORG](https://www.kwikcomply.org)[®] is an online risk management system owned and operated by the City of Los Angeles utilizing the Acord 25 Certificate of Liability Insurance and provides paperless approval transactions (24 hours, 7 days per week).

DIRECTIONS FOR KWIKCOMPLY.ORG[®]

Please follow the directions below, as we will not be able to release a permit without the approved certificate from [kwikcomply.org](https://www.kwikcomply.org). For Questions/concerns about this process, *please contact the City's Risk Management office directly: cao.insurance.bonds@lacity.org, 213-978-7475.*

1. A licensed broker must login/register to the City's website, [KWIKCOMPLY.ORG](https://www.kwikcomply.org)[®]
2. The broker must manually enter the certificate for the City of Los Angeles. The City's address is provided by a drop-down menu when logged in.
3. Once your broker completes this process, the City will email an **approved certificate and approval number** to your broker.
4. Please ask your broker to email you the **approved certificate** and then **upload this document to the [MyfilmLA Portal](#)**, our permitting system. *Your broker does not have the ability to upload the approved certificate to the [MyfilmLA Portal](#), the permit applicant must upload this documentation.*

Foreign carriers will need to submit their City of LA Certificates manually by sending to Cao.insurance.bonds@lacity.org. Please have the certificates include additional insured verbiage in favor of the City of Los Angeles and all its Agencies, Boards and Departments

REQUIRED INSURANCE COVERAGE

- **COMMERCIAL GENERAL LIABILITY**- The City of Los Angeles must be added as **additional insured**
- **AIRCRAFT/UAS LIABILITY (IF APPLICABLE)**

MINIMUM LIMITS (PER OCCURRENCE)

- | | |
|--|-----------------------------------|
| • \$500,000 - STILL PHOTOGRAPHY ONLY | • \$3,000,000 - HARBOR DEPARTMENT |
| • \$1,000,000 - FOR MOTION CAPTURE (FILMING) | • \$2,000,000 - UAS |
| • \$2,000,000 - LADWP | • \$5,000,000 – AIRCRAFT |

FILMING AT THE HARBOR

Direct all questions, information, and approvals regarding insurance for filming in the L.A. Harbor to The Port of Los Angeles Risk Management Division. More information is also available through the Port of L.A.'s Risk Management's website: [Port of Los Angeles Film Permit Insurance Requirements](#)