

Principals/Department Heads,

As a reminder, below are the requirements as per our insurance company when chartering a bus:

Please make sure to obtain a certificate of insurance from the Charter Bus Company which has a \$1mil CSL Automobile Liability Limit as well as showing the district as additional insured.

Once you obtain this information, forward a copy to my office so we may have on file.

Please inform the necessary staff of this requirement.

Let me know if you have any questions.

Thank you.

Monica Mata

Business Manager

La Villa ISD
956-262-4755