

# Contract Review Program

Overlooking the fine print can hurt your municipality or public school.

Before you sign any contract, CIRMA recommends a review by the CIRMA Contract Review team to ensure that your municipality or Board of Education's interests are protected and that you are not unintentionally assuming risk.

CIRMA's Contract Review Program is provided free of charge to all CIRMA members.

The Contract Review Program identifies contract language that may transfer risk to your municipality or school unnecessarily.

Many standard form contracts contain waivers of subrogation and indemnification clauses, among other

language, and they may be found in many different places in a contract. The contract language may limit CIRMA's ability to hold responsible parties accountable for losses.

The CIRMA Contract Review team will review and make recommendations, including, but not limited to:

- Waivers of subrogation
- Insurance requirements
- Coverage limits
- Exclusions
- Indemnity agreements.

CIRMA's Contract Review team will review all types of contracts, including, but not limited to:

- Construction contracts
- Location, land, and premise leases
- Municipal sharing agreements
- Waivers
- School transportation contracts
- RFPs

For more information about this no-cost program, or to submit a contract for review, please contact Bruce Clinger, CIRMA Claims Program Manager, at [bclinger@ccm-ct.org](mailto:bclinger@ccm-ct.org).

Please allow five (5) business days for the review. Please note: CIRMA's review is not a substitute for a contract review made by your own attorney.

*"A 'thank you' to the CIRMA staff who provided the excellent, thorough, and timely review of the contract. They identified several issues and came up with recommendations!"*

*Paul Gills, Risk Manager,  
New London*



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