

Special Event Liability Insurance Application



Administered by: **EventPro Insurance**

a branch of Rockwood Programs

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Web: www.eventuality-willis.com

1. Complete and submit this application to the address at right for a quote.
2. Please answer all questions: incomplete or missing data may inhibit our ability to get back to you.

GENERAL INFORMATION

1 Name of Applicant: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Applicant's Website Address: _____

2 Applicant is: Individual Corporation Partnership Other (Explain): _____

Applicant's interest in this event: _____

Names of other individual(s) or group(s) taking part in or sponsoring this event: _____

3 Location where this event is to take place: _____

City: _____ State: _____ Zip: _____

4 Location is: Arena Convention Center Fairgrounds Public Park Private Residence

Stadium Other (describe) * _____

Event is being held: Indoor Outdoor

5 Type of Event: Concert/Musical Performance Picnic Fund Raiser Political Event

Convention Trade Show Parade Company Picnic Sporting Event

Other (describe) * _____

Give full description of events and schedules, and purpose of event **(Attach copy of brochure and/or flyer)***

Website address: _____

Is this part of a larger event? Yes No *If "Yes", please describe: ** _____

6 Dates of Event: From ___/___/___ To ___/___/___ Hours of Event: From _____ To _____

Effective Dates Desired: From ___/___/___ To ___/___/___ ***If multiple event dates, attach schedule.**

7 Is there an admission fee? Yes No *If "Yes", what is the price of admission? \$* _____

Estimated Gross Receipts \$ _____ Is admission: General Admission By Invitation only

Total estimated attendees per day: _____ Total estimated for event: _____

What is maximum capacity of location holding event? _____ Average age of attendee is: _____

8 What type of seating will be provided? N/A Bleachers Open Field Grandstand Stadium
 Other (describe): _____

Is seating: Temporary Permanent If "Temporary", who is responsible for set up? _____

9 Are there any water hazards present? N/A Swimming Pool Lake Pond
 Other (describe): _____

EVENT HISTORY

10 Has this event taken place before? Yes No Prior Carrier: _____
How many years? _____ What was the previous attendance? _____ Expiring Premium \$ _____
Has applicant had previous insurance for this or any similar event? Yes No Have there been any losses in the past five years: Yes No
If "Yes", please attach company hard copy currently valued loss runs.

GENERAL LIABILITY

11 Limits of Liability Requested: \$ _____ / _____ / _____ 19 Is coverage desired for participants? Yes No

12 Name of any additional Insured: _____ 20 Describe distance and protection between spectators and participants (attach Diagram)* N/A
Mailing Address: _____

Additional Insured's interest in this event: _____ 21 Describe any participation by spectators: N/A

13 Will there be any live music? Yes No 22 If a political event, advise: N/A
If "Yes" what type of music: _____ National event State event Local event
Provide name of entertainer: _____ Name of political figure and title: _____

14 Any other type of entertainment? Yes No Describe purpose of event: _____
If "Yes" what type please describe: _____

15 Any stage pyrotechnics? Yes No 23 Will there be carnival or amusement type rides? Yes No
If "Yes", Indoor Outdoor If "Yes", please provide a list of carnival/amusement rides including inflatables* _____

16 Do you require all musicians/entertainers to provide you with a Certificate of Insurance Yes No
What limits of liability do you require: \$ _____ / _____
Are you named as an Additional Insured? Yes No
Do amusement ride operators carry own insurance? Yes No
If "Yes", at what limits: \$ _____ / _____
 GL Work Comp

17 Describe any electrical or stage construction work performed by or for the proposed insured* N/A
Do you require Certificate of Insurance from all operators? Yes No
Do you require all operators to name you as an Additional Insured on their Policy Yes No

18 If a sporting event, advise: N/A 24 Will there be any animals on display or petting zoos? Yes No
No. of participants _____
 Professional Amateur
Age of participant: Under 18 Over 18
No. of games _____ No. of races _____

24 Continued...
If "Yes", please provide details and list of animals?

25 Any saddle animals or carriage rides? Yes No
If yes, please provide details: _____

26 Describe types of products sold or displayed by concessionaires: N/A

27 No. of concessionaires attending event? _____
If yes, at what limits? \$ _____ / _____
Do you require all concessionaires to provide you with a Certificate of Insurance: Yes No
What limits of liability do you require? \$ _____ / _____
Are you named as an Additional Insured? Yes No

28 Will alcohol be served? Yes No
If "Yes", by: applicant or Independent vendors

29 Would you like coverage for Liquor Liability coverage? Yes No

30 Will there be any fireworks displays? Yes No
Name of pyrotechnician: _____
Licensed? Yes No

30 Continued...
Any affiliation between organization and pyrotechnician: Yes No
If "Yes", please provide details: _____

Will fire department and ambulance be on hand? Fire Ambulance
Provide name and address of person or organization

putting on display: _____

Do you require them to provide you with a Certificate of Insurance: Yes No
If "Yes", at what limits of liability? \$ _____ / _____
Are you named as an Additional Insured? Yes No

31 Describe type of Security and measures provided:

Who provides Security:
 Employees of Applicant Local or State Police
 Independent Firm or Contractor Venue
 Armed Unarmed
If independent Firm/Contractor:
Do you require them to provide you with a Certificate of Insurance? Yes No
If "Yes", at what limits of liability? \$ _____ / _____
Are you named as an Additional Insured? Yes No

FIREWORKS WARRANTY CLAUSE

- All fireworks will be displayed not less than 50 yards away from spectators and automobile parking lots.
- All displays will be aimed away from spectators and parking areas.
- A test display will be shot in the air at least one hour before the actual display.
- Fireworks that have been wet prior to the display will not be used.
- All fireworks will be purchased from a USA Distributor or Manufacturer.
- Area will be policed for all debris upon completion of firing the display and policed and inspected for debris again the next morning.
- Pyrotechnicians are specifically excluded from all liability coverage.

32 Do you understand that the above warranty will become a part of any fireworks liability coverage issued:

Applicant's Signature: _____

Title: _____ Date: _____

Producing Agent: _____

***IF ADDITIONAL SPACE IS NEEDED, PLEASE ATTACH SEPARATE SHEET**