

Special Events Liability Insurance



■ Optional Liquor Liability Coverage Available

Francis L. Dean & Associates, LLC



The Leader in Sports, Leisure and Entertainment Insurance

- 4-H Clubs
- Antique Shows
- Auctions
- Banquets
- Bazaars
- Beauty Contests
- Consumer Shows
- Contests
- Demolition Derbies
- Educational Exhibitions
- Fairs
- Fashion Shows
- Festivals
- Fishing Derbies
- Flower Shows
- Fraternal
- Garden Shows
- Graduations
- Luncheons
- Marathons
- Meets
- Parades
- Picnics
- Proms
- Rap Performances
- Rock Concerts
- Soap Box Derbies
- Telethons
- Tractor Pulls
- Trade Shows
- Zoo Outings
- Etc.

Please complete the following application. As special events vary, some questions may not be applicable. Please indicate "N/A" where necessary.

General Information*Please print or type*

Name of Applicant

Address of Applicant (including city, state, zip)

Phone Number

Email Address

Dates and Times of Event

Set Up/Tear Down Dates and Times if Different

Name of Event

Location of Event

Does the Facility Carry Liability Insurance?

YES NO

Estimated Daily Attendance

Estimated Total Gross Receipts (\$)

Detailed Description of Event Including list of activities and attractions

Coverage desired (choose all that apply)

General Liability Liquor Liability Accident Coverage Excess Liability

Total Liability Limits Required (excluding liquor liability)

Per Occurrence

General Aggregate

To Be Completed if Event Includes Alcohol

Is Alcohol to be Sold at this Event? YES NO

Does Applicant (Insured) have a valid liquor license or permit?

(Note: If yes, a copy will be requested to have on file)

YES NO

Have all servers and bartenders completed a certified alcohol training course/alcohol awareness program such as TIPS, TAMS or other state accepted courses?

YES NO

Estimated Number of Attendees Consuming Alcohol Daily

Is Applicant the Sole Vendor of Alcohol at the Event? YES NO

If No, Please List Number of Vendors Serving Alcohol

To Be Completed if Event Includes Alcohol

Are all Participating Alcohol Vendors Required to Carry Liquor Liability Insurance? YES NO

Number of Bars or Areas at which alcohol will be dispensed at this event

Is alcohol consumption confined to this (these) areas? YES NO

If No, Describe

Will there be an open bar? YES NO

Will alcohol be sold by the drink? YES NO

Is BYOB permitted? YES NO

Has the applicant received any fines or citations in the last 5 years? YES NO

If Yes, please describe

Has the applicant had a previous license and suspended or revoked? YES NO

Has the applicant had a liquor loss in the last 5 years? YES NO

If Yes, please describe

Are written procedures in place for: Checking ID YES NO

Refusal of alcohol to Minors YES NO

Refusal of alcohol to Intoxicated persons YES NO

Estimated Gross Alcohol Receipts per Day

Total Estimated Gross Alcohol Receipts for Event

Is liquor included in the price of the event ticket? YES NO

If yes, please provide breakout of liquor sales from Ticket

To Be Completed if Event Includes Musical Entertainment *Provide Copies of any Marketing or Advertising Documents.*

Names of Bands or Performers

Types of Music

Who is Responsible for Stage Construction?

To Be Completed if Event Includes a Parade *Provide a Copy of the Parade Route.*

Has the Parade Route been approved by the Local Authorities? YES NO

Will the Parade Route be secured by Police? YES NO

Are Parade Participants Permitted to Throw Objects? YES NO

Objects to be Thrown

To Be Completed If Event Includes Athletics *Provide Copies of Participant Enrollment Forms*

Do you wish to cover claims by athletic participants? YES NO

Description of all athletic activities

If event involves bicycling, is the course on any roads that are open to vehicle traffic? YES NO

Number of estimated athletic participants per day: Youth Adult

Is this a Professional or Amateur Event?

Will athletic participants sign waivers and/or release of liability forms? YES NO

To Be Completed if Event Includes Tractor Pulls, Demolition Derbies or Rodeos *Provide Diagram of Event Facility*

Is the Event Location Specifically Designed for this Activity? YES NO

Are Barriers in place to Ensure Spectator Safety? YES NO

What is the Distance Between Barriers and Spectators?

Will the Event Include Spectator Participation? YES NO

To Be Completed if Event Includes Inflatable or Amusement Devices *Provide Description of Each Amusement Item*

Does the Amusement Device Provider have Liability Insurance? YES NO

Are the Amusement Device Operators provided Manufacturer's Operating Manuals? YES NO

Are the Amusement Device Operators at least 19 Years of Age? YES NO

Do the Amusement Device Operators Test Equipment Prior to Day of Use? YES NO

Do the Amusement Device Operators Monitor for Patron Alcohol Use? YES NO

Will there be a Mechanical Bull Device? YES NO

Will there be a Zip Line? YES NO

To Be Completed by All Applicants

How Many Vendors will be Present?

Does Each Vendor have Liability Insurance? YES NO

Who is Responsible for Providing Security?

Is Security Armed or Unarmed? Armed Unarmed

Are Fireworks or Pyrotechnics Involved in the Event? YES NO

Will there be Overnight Camping? YES NO

If Displaying Vehicles, will Vehicles Remain Stationary? YES NO

Does the Applicant have a Risk Management Plan? YES NO

Has Prior Insurance ever been cancelled? YES NO

Have Claims Been Filed in the Past? YES NO

To Be Completed by All Applicants

Are Fireworks or Pyrotechnics Involved in this Event? YES NO

If yes, is there a COI naming the applicant as additional insured from the 3rd party vendor? YES NO

Additional Insureds

Name, Address and Relationship of all additional insureds to be added to the policy:

Full Legal Name, Email Address	Full Mailing Address (including city, state, zip)	Relationship (see legend)	Endorsements
			PRIMARY
			WAIVER
			PRIMARY
			WAIVER
			PRIMARY
			WAIVER
			PRIMARY
			WAIVER

L - Landlord, V - Venue, E - Event Operator, F - Franchisor/Franchise Owner, I - Independent Contractor (\$75), O - Other (include details)

Acknowledgments and Signatures

- a. **Fraud Warning** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material there to, commits a fraudulent insurance act, which may be a crime.
- b. **Applicant's Acknowledgement** I, the applicant, declare, to the best of my knowledge and belief, that all statements and answers in this application are true and complete. I understand and agree that
 - (a) this application will form part of any policy issued,
 - (b) no information given to or acquired by any representative of the Company will bind it, unless it is in writing on this application,
 - (c) no waiver or modification will bind the Company unless it is in writing and is signed by an executive officer of the Company, and
 - (d) only those persons eligible under the terms of an issued policy will be insured.

.....
Signed for the Proposed Policyholder

.....
Signed by Licensed Agent

Date	Licensed Agent Name
Agency Name	Agency License Number
Agent Phone Number	Agency Mailing Address
Agent Email Address	

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FAX (630) 665-7294 • www.fdean.com

United States Fire Insurance Company. "A" rated by A.M. Best Company. A member of the Crum & Forster group of companies.

Processing Center:

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