Archdiocese of Cincinnati
Application for Special Events Coverage

Name of Parish, School, or Agency: _____

Street Address: _____

City, State, Zip Code: _____

Phone: _____

Contact Person: _____ (printed name)

Lessee (Additional Insured) Information:

Name of Sponsoring Organization and/or Individual Requesting Coverage: _____

_____

Street Address: _____

City, State, Zip Code: _____

Telephone: _____

Lessee Signature _____

Date of Event: _____

Type of Event (Example: Wedding Reception Anniversary Party, Etc. - Please Specify): _____

_____

Time of Event: From: _____ To: _____

Approximate Number of Participants: _____

Will there be Liquor at the event? Yes No

Is Liquor being sold, included in the price of admission, or provided at a fundraiser? Yes No

If yes, a separate, additional Liquor Liability policy is required.

Is Food Being Served? Yes No

Overnight Event? Yes No

The Special Events coverage provides $1,000,000 Combined Single Limit Bodily Injury, Property Damage, and Host Liquor Liability coverage per event (not per claim).

This coverage is underwritten by Great American Assurance Company, Policy #

Cost of Coverage: **$125** **Per Event** (Need Prior Underwritting Approval) **$150** **For an Overnight Event** (Need Prior Underwritting Approval)

Coverage does not apply to certain events such as, but not limited to:

- Amusement rides, mechanically operated devices, trampolines, & rebounding devices
- Events where a fee or admission is charged, unless all proceeds go to charity
- Events organized or operated by professional promoters/performers
- Events with attendance of more than 1,000 persons
- Sporting events including tournaments & camps
- Events which exceed 72 hours in duration
- Events involving pool or lake activities
- Events involving recreational vehicles
- Fireworks & fireworks displays
- Any Carnival Event
- Liquor Liability (Dram Shop) coverage

For Company Use only:

NOTIFICATION OF AN EVENT MUST REACH ARTHUR J. GALLAGHER AT LEAST 15 DAYS IN ADVANCE OF THE EVENT
ALL EVENTS NEED PRIOR APPROVAL BY K & K Insurance Group, Inc.

Please make check or money order payable to:

Arthur J. Gallagher Risk Management Services

Do not send cash.

COMPLETE AND RETURN THIS FORM TO:

Arthur J. Gallagher Risk Management Services
Attn: Julia Seidel
Two Pierce Place
Itasca, IL 60143
Phone: (630) 285-3579
Fax: (630)285-4062
E-mail: julia_seidel@ajg.com

Please report all claims to K & K Insurance Group, Inc. Claims department at 1-800-237-2917

All Events must be reported 15 days prior to effective date.