

**SPECIAL EVENTS APPLICATION FORM**

THE ANSWERS TO THESE QUESTIONS FORM PART OF AN APPLICATION FOR INSURANCE ONLY. NOTHING IN THIS APPLICATION SHALL BE DEEMED AN AGREEMENT TO PROVIDE INSURANCE AND UNDERWRITERS MAY DECLINE TO OFFER COVERAGE OR OFFER COVERAGE ON TERMS THAT DIFFER FROM THE COVERAGE SOUGHT BY THE APPLICANT.

**ELIGIBILITY QUESTIONS**

1. In which state is the Special Event to be held: \_\_\_\_\_

2. What type of Special Event is to be held: \_\_\_\_\_

3. Is the event: Private Special Event    Business or Organisational Special Event    Special Event Open to General Public

4. Will alcohol be consumed during this event?	Yes	No
5. Will the alcohol be dispensed by a third party professional bar tenders or by trained servers who have completed a formal alcohol training course such as TIPS and do they have a liquor liability policy with limits equal to or exceeding the CGL requested?	Yes	No
6. Does the daily number of attendees exceed 3000 or overall event attendance exceed 15000?	Yes	No

7. Does the Special Event finish after 2 a.m.?

8. Has the applicant had any policy of insurance cancelled or non-renewed in the last 3 years?

9. Has the applicant ever been convicted of the crimes of arson or insurance fraud?

10. Does the Special Event include any of the following –	Yes	No
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Activities:  
 Animal Rides or Petting; Bouncy Castles, Moon Bouncers or other Inflatable Devices; Dunking Tanks; Hay Rides; Haunted Houses; Hot Air Ballooning; Mechanical Amusement Rides; Motorised Sports; Paintball; Powered or Motorised Model Aircrafts; Airplanes, Helicopters or Vehicles; Rock Climbing; Rodeo; Roller or Ice Skating; Skateboarding; Skiing; Snowboarding; Soap Box Derbies or Trampolining?

Exposures:  
 Animals; Temporary Event Bleachers; Camping or Overnight Exposure; Child Care; Firearms; Fireworks/Pyrotechnics; Fraternity or Sorority Exposure; Heavy Rock, Hip Hop or Rap Music; Armed Security or Security with Dogs or Water Hazards?

11. If you are the special event organiser do all exhibitors, vendors, contractors and sub-contractors carry CGL liability limits equal or in excess of CGL limit requested?	Yes	No	Not Applicable
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12. Is this a repeat or annual event?	Yes	No
13. Has the previous Special Events had or has pending any losses, claims, or lawsuits?	Yes	No

**APPLICANT DETAILS**

Name and Mailing Address of Applicant: \_\_\_\_\_

\_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Address of Property to be Insured: \_\_\_\_\_

\_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Name and Address of Retail Broker: \_\_\_\_\_

\_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

**CONTACT DETAILS**

Contact Name \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

**COVERAGE AND PROPERTY DETAILS**

14. Special Event Name: \_\_\_\_\_ 15. Special Event Start Date: \_\_\_\_\_

16. Special Event Number of Days: \_\_\_\_\_

17. Would You Like to Add Set Up and Take Down Days to the Event? Yes  No

18. Please Enter Number of Set Up Days Required: \_\_\_\_\_ 19. Please Enter Number of Take Down Days Required: \_\_\_\_\_

20. Maximum Special Event attendees per day: 0-50 51-250 251-1000 1001-2000 2001-3000

21. Maximum Special Event attendees overall: \_\_\_\_\_

22. What time is the Event expected to end: Before Midnight  Before 1 a.m.  Before 2 a.m.

23. Please enter the CGL limit required for the Special Event: \$100,000/\$100,000  \$300,000/\$300,000  \$500,000/\$500,000   
\$1,000,000/\$1,000,000  \$1,000,000/\$2,000,000

24. Is TRIPRA coverage required: Yes  No

25. Do you require Medical Pay Cover: Not Required  \$1,000  \$2,000  \$3,000  \$4,000  \$5,000

26. If required, please enter details of Additional Insured: \_\_\_\_\_

**DECLARATION**

THE ANSWERS GIVEN IN THIS APPLICATION ARE CORRECT TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT THESE ANSWERS WILL FORM PART OF A POLICY THAT IS SUBSEQUENTLY OFFERED. I ALSO UNDERSTAND THAT ANY FALSE STATEMENT MAY VOID THE INSURANCE IN ITS ENTIRETY OR RESULT IN A CLAIM BEING DENIED.

ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE CONTAINING ANY MATERIALLY FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME AND SUBJECTS THE PERSON TO CRIMINAL AND (NY: SUBSTANTIAL) CIVIL PENALTIES. (NOT APPLICABLE IN CO, HI, NE, OH, OK, OR, VT FOR WHICH SEE ATTACHED). IN DC, LA, ME, TN AND VA, INSURANCE BENEFITS MAY ALSO BE DENIED.

Applicant's Signature \_\_\_\_\_ Retail Broker's Signature \_\_\_\_\_

Date \_\_\_\_\_ Date \_\_\_\_\_