

EVENT, PARTY OR WEDDING PLANNERS GENERAL LIABILITY SUPPLEMENTAL APPLICATION

Applicant's Name:	Agency Name: Agency Location:
Applicant Mailing Address:	Agent Name:
Applicant Location Address:	Applicant's E-mail Address:
Applicant Website Address:	Applicant's Phone:
PROPOSED EFFECTIVE DATE: FROM _____ TO _____ 12:01 A.M., Standard Time at the address of the applicant	

Applicant is:	<input type="checkbox"/> Individual <input type="checkbox"/> Joint Venture	<input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company	<input type="checkbox"/> Other (Specify)
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1.	APPLICANT INFORMATION	
a.	Years in business	
b.	Does applicant own or lease long term a hall/banquet facility? If yes, square feet?	<input type="checkbox"/> Yes <input type="checkbox"/> No
c.	Does applicant have professional liability coverage in force?	<input type="checkbox"/> Yes <input type="checkbox"/> No
d.	Does applicant have other business ventures? If yes, please describe	<input type="checkbox"/> Yes <input type="checkbox"/> No
e.	Does applicant have workers compensation coverage in force?	<input type="checkbox"/> Yes <input type="checkbox"/> No
f.	Does applicant lease any employees?	<input type="checkbox"/> Yes <input type="checkbox"/> No
g.	Does applicant have liquor liability coverage in force?	<input type="checkbox"/> Yes <input type="checkbox"/> No
h.	Does applicant sponsor or promote any events? If yes, please describe	<input type="checkbox"/> Yes <input type="checkbox"/> No

2;	SUBCONTRACTED WORK check all that apply
	<input type="checkbox"/> Certificates of insurance required from all subcontractor and vendors <input type="checkbox"/> Applicant added as an additional insured on subcontractors' policy <input type="checkbox"/> Limits of Liability on subcontractor's policy equal to or greater than Applicant's <input type="checkbox"/> Applicant uses uninsured contractors or subcontractors to provide products or services for events PROHIBITED

3.	HOLD HARMLESS AGREEMENTS – check all that apply
	<input type="checkbox"/> Applicant uses a standard client contract which outlines the specific responsibilities of the Applicant. <input type="checkbox"/> Others hold the Applicant harmless <input type="checkbox"/> Applicant agrees to hold any third party harmless. If checked, describe <input type="checkbox"/> Applicant assumes by contract or verbally, responsibility for any injury or damage that may occur during an Event. If checked, describe

4.	OPERATION DETAILS		
	Number of events planned current year		Total annual receipts/sales \$
	Number of events held last year		Total annual cost of subcontractors \$
	Average attendance per Event		Total annual payroll \$
	Maximum daily attendance per Event (Submit events over 5,000)		Total number of employees
	Average length of event in days	days	

5.	ADDITIONAL SERVICES -check all that apply	applicant & employee	subcontractor
	Performed by		
	<input type="checkbox"/> Automotive Tours – Bus/Jeep/Other	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Babysitting	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Booking Agent	<input type="checkbox"/>	<input type="checkbox"/>
	Catering:		
	<input type="checkbox"/> Food and non-alcoholic drink only	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Food and Liquor	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Liquor Only – Bartender Service	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Consulting only – no other service provided	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Construction – Set up and/or take down	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Fireworks	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Horseback Riding	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Hot Air Balloon Rides	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Maintenance/Janitorial Responsibilities	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Rope Courses	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Security Operations		
	<input type="checkbox"/> Bodyguard/Personal Security	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Bouncers/Crowd Control	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Doormen	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Parking/Traffic Control	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Watchmen/Guard Services	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Shuttle/Taxi/Limo Service	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Team Building Exercises – Indoor or Outside	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> Vehicle Valet Service	<input type="checkbox"/>	<input type="checkbox"/>

6.	EVENT TYPES – (attach detailed description of events indicated with *) check all that apply and provide percentage of receipts each type generates			
	EVENT	PERCENT	EVENT	PERCENT
	<input type="checkbox"/> Auto Shows		<input type="checkbox"/> Festivals *	
	<input type="checkbox"/> Animal Shows – Cat, Dog Horse, etc.		<input type="checkbox"/> Gun Shows	
	<input type="checkbox"/> Antiques & Collectibles Shows (Includes Books, Coins, Comic Books Stamps & Trading Cards)		<input type="checkbox"/> Health, Science Fairs	
	<input type="checkbox"/> Athletic Events/Exhibitions/Contests *		<input type="checkbox"/> Home and/or Garden Shows	
	<input type="checkbox"/> Auctions * <input type="checkbox"/> Baby or Wedding Showers <input type="checkbox"/> Bar/Bat Mitzvahs, Baptisms, Quinceanera		<input type="checkbox"/> Meetings/Seminars (Under 150 persons attending) Type: <input type="checkbox"/> Corporate/Business <input type="checkbox"/> Private <input type="checkbox"/> Public	
	<input type="checkbox"/> Barbecues <input type="checkbox"/> Beauty Pageants		<input type="checkbox"/> Open Houses <input type="checkbox"/> Parades	
	<input type="checkbox"/> Bingo Games <input type="checkbox"/> Boat Shows <input type="checkbox"/> Carnivals <input type="checkbox"/> Charity Events -Banquets, Socials, Dances		<input type="checkbox"/> Parties – Type <input type="checkbox"/> Anniversary <input type="checkbox"/> Birthday <input type="checkbox"/> Dinner <input type="checkbox"/> Holiday <input type="checkbox"/> Office <input type="checkbox"/> Sporting Event – TV (i.e. Super Bowl <input type="checkbox"/> Other describe:	
	<input type="checkbox"/> Cocktail Receptions <input type="checkbox"/> Church Gatherings		<input type="checkbox"/> Picnics <input type="checkbox"/> Corporate -Employee only <input type="checkbox"/> Corporate - Other <input type="checkbox"/> Private	
	<input type="checkbox"/> Computer and/or Electronic Fairs/Shows		<input type="checkbox"/> Political Gatherings, Conventions Rallies * (High Profile Events PROHIBITED)	
	<input type="checkbox"/> Conventions/Trade Shows (Attendance 150 or more) – Type <input type="checkbox"/> Corporate <input type="checkbox"/> Trade <input type="checkbox"/> Industry		<input type="checkbox"/> Proms <input type="checkbox"/> Recitals <input type="checkbox"/> Reunions	
	<input type="checkbox"/> Contests/Talent Shows		<input type="checkbox"/> Rodeos/Bullfights *	
	<input type="checkbox"/> Exhibitions – Inside *		<input type="checkbox"/> RV Shows	
	<input type="checkbox"/> Exhibitions – Outside *		<input type="checkbox"/> Soap Box Derby	
	<input type="checkbox"/> Fairs		<input type="checkbox"/> Speaking Engagements	
	<input type="checkbox"/> Fashion Shows		<input type="checkbox"/> Theatrical/Movie Premiers	
			<input type="checkbox"/> Weddings & Wedding Receptions	

7.	MUSICAL EVENTS – Bands and/or Performers (attach detailed description of musical events) check all that apply and provide percentage of receipts each generates			
	EVENT	PERCENT	EVENT	PERCENT
	<input type="checkbox"/> Alternative		<input type="checkbox"/> Hard Core Rap - PROHIBITED	XXXXX
	<input type="checkbox"/> Bluegrass		<input type="checkbox"/> Heavy Metal - PROHIBITED	XXXXX
	<input type="checkbox"/> Classical and/or Chamber Music		<input type="checkbox"/> Hip Hop - PROHIBITED	XXXXX
	<input type="checkbox"/> Country/Western		<input type="checkbox"/> Jazz	
	<input type="checkbox"/> Electronic PROHIBITED	XXXXX	<input type="checkbox"/> Rap	
	<input type="checkbox"/> Gospel & Religious		<input type="checkbox"/> R & B	
	<input type="checkbox"/> Gothic - PROHIBITED	XXXXX	<input type="checkbox"/> Other – describe:	
	<input type="checkbox"/> Hard Rock			

8.	EQUIPMENT RENTED, FURNISHED, OR INSTALLED -check all that apply	
	<input type="checkbox"/> Amusement devices <input type="checkbox"/> Barricades <input type="checkbox"/> Bleachers <input type="checkbox"/> Dance Floors <input type="checkbox"/> Folding chairs/tables	<input type="checkbox"/> Portable Restrooms <input type="checkbox"/> Sound Equipment <input type="checkbox"/> Space heaters <input type="checkbox"/> Stages/Staging – SUBMIT stage installation <input type="checkbox"/> Tents

9.	ADDITIONAL DOCUMENTATION REQUIRED – Attach all that apply
	<ul style="list-style-type: none"> • Any descriptive advertising literature • Copy of Applicant’s standard contract with clients • Copies of all agreements in which the Applicant has assumed liability • Separate detailed narrative descriptions for musical events and those indicated by an asterisk *

FRAUD WARNING: Any person who knowingly and with intent to defraud any insurance company or other person files application for insurance or statement of claim 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 such person to criminal and civil penalties. (Not applicable in AL, CO, DC, FL, KS, LA, ME, MD, MN, NE, NY, OH, OK, OR, RI, TN, VA, VT or WA.)

NOTICE TO ALABAMA APPLICANTS: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or who knowingly presents false information in an application for insurance is guilty of a crime and may be subject to restitution fines or confinement in prison, or any combination thereof.

NOTICE TO COLORADO APPLICANTS: It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policy holder or claimant for the purpose of defrauding or attempting to defraud the policy holder or claimant with regard to a settlement or award pay-able from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

WARNING TO DISTRICT OF COLUMBIA APPLICANTS: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.

NOTICE TO FLORIDA APPLICANTS: Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

NOTICE TO KANSAS APPLICANTS: Any person who, knowingly and with intent to defraud, presents, causes to be presented or prepares with knowledge or belief that it will be presented to or by an insurer, purported insurer, broker or any agent thereof, any written, electronic, electronic impulse, facsimile, magnetic, oral, or telephonic communication or statement as part of, or in support of, an application for the issuance of, or the rating of an insurance policy for personal or commercial insurance, or a claim for payment or other benefit pursuant to an insurance policy for commercial or personal insurance which such person knows to contain materially false information concerning any fact material thereto; or conceals, for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

NOTICE TO LOUISIANA APPLICANTS: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

NOTICE TO MAINE APPLICANTS: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefits.

NOTICE TO MARYLAND APPLICANTS: Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

NOTICE TO MINNESOTA APPLICANTS: A person who files a claim with intent to defraud or helps commit a fraud against an insurer is guilty of a crime.

NOTICE TO OHIO APPLICANTS: Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

NOTICE TO OKLAHOMA APPLICANTS: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

NOTICE TO RHODE ISLAND APPLICANTS: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

FRAUD WARNING (APPLICABLE IN VERMONT, NEBRASKA AND OREGON): Any person who intentionally presents a materially false statement in an application for insurance may be guilty of a criminal offense and subject to penalties under state law.

FRAUD WARNING (APPLICABLE IN TENNESSEE, VIRGINIA AND WASHINGTON): It is a crime to knowingly provide false, incomplete, or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines, and denial of insurance benefits.

NEW YORK 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 thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

APPLICANT'S STATEMENT:

I/We hereby declare that the above statements and particulars are true and I/We agree that his application shall be the basis of the contract with the insurance company.

APPLICANT NAME:	APPLICANT TITLE:
APPLICANT'S SIGNATURE _____ (must be signed by an active owner, partner or executive officer)	DATE:
PRODUCER'S SIGNATURE: _____	DATE:

IMPORTANT NOTICE

As part of the underwriting procedure, a routine inquiry may be made which will provide applicable information concerning character, general reputation, personal characteristics and mode of living. Upon written request, additional information as to the nature and scope of the report, if one is made, will be provided.