



INSURANCE AGENCY, INC.  
 PRIMARY / EXCESS AND SURPLUS LINES BROKERS  
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## Special Event Supplemental General Liability Application

(Complete in addition to ACORD General Liability Application)

Name of Applicant: \_\_\_\_\_

1. **Description of event** (attach any flyers, brochures, etc.): \_\_\_\_\_  
 \_\_\_\_\_

Maximum daily attendance: \_\_\_\_\_ Total attendance: \_\_\_\_\_ Sales: \$ \_\_\_\_\_

Length of event: \_\_\_\_\_ Estimated age group of audience: From \_\_\_\_\_ to \_\_\_\_\_

No. of Participants: \_\_\_\_\_ Do participants sign waiver of liability agreements? .....  Yes  No

2. **Applicant's experience** in conducting events of this or similar nature: \_\_\_\_\_  
 \_\_\_\_\_

3. **Rides:**

Will rides be provided? .....  Yes  No

If yes, type of rides: \_\_\_\_\_

Will ride operators hold applicant harmless? .....  Yes  No

Rides inspected? .....  Yes  No

Do rides have signs clearly marking age, height, and size limitations? .....  Yes  No

4. **Entertainment:**

Will live entertainment be provided? .....  Yes  No

If yes, describe: \_\_\_\_\_  
 \_\_\_\_\_

If a concert, type of music:  classical  jazz  rap  blue grass  country/western  
 gospel  R&B  alternative  hard rock  heavy metal  
 hip-hop  gothic  other (describe): \_\_\_\_\_

If fireworks are planned, is pyrotechnician licensed? .....  Yes  No

Distance between fireworks staging area and audience? \_\_\_\_\_

Spectators allowed in fireworks staging area? .....  Yes  No

5. **Security** (indicate type and number of each):

Independent security co.: \_\_\_\_\_  Off-duty police: \_\_\_\_\_

Employed security: \_\_\_\_\_  Chaperons: \_\_\_\_\_

Is there a written emergency plan in the event of an accident? .....  Yes  No

Does independent security company provide a certificate of insurance? .....  Yes  No

6. **Stadiums:**

Are bleachers or platforms to be used? .....  Yes  No

If yes, type:  portable  permanent

Back and side railings provided? .....  Yes  No

Construction:     Wood                       Steel                       Concrete

Height in feet: \_\_\_\_\_ Age of bleachers or platform: \_\_\_\_\_

Are patrons protected from, and warned against, potential flying objects?..... Yes     No

Are patrons allowed on the field, track or pit area?..... Yes     No

Is public address system clearly audible in all parts of the facility? ..... Yes     No

Is there a backup electrical supply for lighting and the public address system?..... Yes     No

**7. Traffic Control:**

Who is responsible for crowd and traffic control? \_\_\_\_\_

Are parking areas smooth with clearly marked parking areas and exit roads?..... Yes     No

Is parade route able to handle size and height of floats and are cross streets barricaded?..... Yes     No

**8. Liquor:**

Is liquor to be served by applicant?..... Yes     No

If yes, explain: \_\_\_\_\_

Does applicant want:     Host Liquor                       Liquor Liability (available in selected states only)

Is liquor to be served by others? ..... Yes     No

If yes, do they have Liquor Liability coverage? ..... Yes     No

**9. First Aid:**

Will first aid facilities be provided at the event?..... Yes     No

If yes, describe: \_\_\_\_\_

If yes, who will be in charge of the facilities?     Doctors     Nurses     Others: \_\_\_\_\_

10. If applicant is the sponsor, does the operator have liability insurance?..... Yes     No

If yes, name of insurance carrier: \_\_\_\_\_ and policy limits of liability: \$ \_\_\_\_\_

**11. Hold-harmless Agreements:**

Is applicant held harmless by others? ..... Yes     No

Does applicant agree to hold any third party harmless? ..... Yes     No

If yes, who? \_\_\_\_\_

**APPLICABLE IN THE STATE OF NEW YORK:**

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.

**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 subjects such person to criminal and civil penalties.

PRODUCER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

AGENT NAME: \_\_\_\_\_ AGENT LICENSE NUMBER: \_\_\_\_\_

*(Applicable to Florida Agents Only.)*