

# Event Liability (One-Off) application



## Section 1 Applicant details

Applicant's name

Street Address

Region

Country

Telephone No.

Fax No.

Email

Website

No. of Years the organization has been established

## Section 2 Event

Name of Event

Period of occupation of Venue

**From:**  **To:**

Venue:

Venue Address:

## Section 3 Activities

Please state the principal activities that you will be arranging at this event.

Total number of visitors expected to attend your event, **in any one day**.

Total number of visitors expected to attend your event, **over its duration**.

## Section 4 Coverage and Limits

	Limit Required
Public Liability	<input type="text"/>
Employer's Liability	<input type="text"/>
Event Equipment	<input type="text"/>

## Section 5 General Questions

	Yes	No	N/A
<b>1</b> Are you the organizer of the event?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>2</b> Are written contracts in place between yourself and the venue and/or suppliers?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>3</b> Do you have a fully documented risk assessment and health and safety policy for this event?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>4</b> Will seating, staging or marquees be erected at the event?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>5</b> Will you see evidence that any contractor, performer, or exhibitor has satisfactory insurance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>6</b> Are there going to be any dangerous activities taking place at the event?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>7</b> Will sufficient first aid be provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>8</b> Has the permission of the local authority been sought and granted?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>9</b> If event equipment is to be insured please provide a breakdown			

Description	Value
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Yes      No      N/A

10 If the event is staged over a number of days has 24 hour security been arranged?  Yes  No  N/A

11 Whilst organising or participating in any event have you, any official, committee member or co-organiser:

a) Suffered any loss or circumstance which has, or might have given rise to a claim under this type of insurance in the last five years?  Yes  No  N/A

b) Had any insurance declined, cancelled or had special terms imposed by any event insurer?  Yes  No  N/A

12 Have you, any official, committee member or co-organiser been convicted of any criminal offence other than a driving offence in the last five years?  Yes  No  N/A

Section 6 Declarations

- a. To the best of my/our knowledge and belief the information provided in this application is true and correct in every respect and no relevant information has been withheld
- b. I/We understand this insurance is not in force until NAGICO Insurances accepts this application.
- c. I/We understand that any statement made in this application will be treated as a statement made by all the people to be insured.

This declaration is signed by or on behalf of all applicants.

Signature of Applicant(s)      Date

Summary of Cover

**public liability**

Public Liability provides cover for your legal liability to pay damages, claimants costs and expenses which arise as a result of and in connection with your event.

**employer's liability**

Provides cover for your legal liability to pay damages, claimants costs and expenses which arise as a result of anyone you employ at an event including temporary staff, volunteers or helpers, whether paid or unpaid.

**event equipment**

Event equipment provides cover for any loss of, or damage to equipment that you are responsible for during, and in association with your event.

Main Exclusions

For full terms and conditions, refer to your policy wording.

- The Deductible
- Loss, theft or damage from unattended venues or vehicles
- Any dangerous activities including: shooting; archery; bouncy castles; fireworks and fairground rides.
- Any contractors, performers, exhibitors or suppliers.
- The provision of seating, staging or marquees, unless agreed by us.

FOR COMPANY USE ONLY

Conditions:

Underwriting notes:

Policy #:  Agent:

Underwritten & Approved by:  Date:

