



Catholic Diocese of Cleveland

SPECIAL EVENTS LIABILITY INSURANCE APPLICATION

APPLICATIONS MUST BE RECEIVED 48 HOURS PRIOR TO THE EVENT TO OBTAIN COVERAGE LIMIT OF LIABILITY | \$1,000,000

LOCATION TO BE INSURED

**PLEASE COLLECT PAYMENT FROM APPLICANT AND DEPOSIT INTO YOUR ACCOUNT
THIS CHARGE WILL APPEAR ON THE MONTHLY STATEMENT FROM THE DIOCESAN FINANCE OFFICE**

Parish / School / Institution Name _____
Parish / School / Institution Address _____
Location No. _____ Contact Person _____
Location Email Address _____ Location Phone Number _____

APPLICANT

**PREMIUM OF \$135 SHALL BE COLLECTED FROM APPLICANT
PAYABLE TO PARISH | SCHOOL | INSTITUTION LISTED ABOVE.**

ALL WEDDINGS SHALL BE \$390 (FOR A POLICY PERIOD CONSISTING OF 24 HOURS, ONE CALENDER DAY.)

Party Requesting Coverage _____
Address _____
City _____ State _____ Zip _____
Contact Person _____
Applicant Email Address _____ Applicant Phone Number _____

NON-DIOCESAN | NON-PARISH INSURED EVENT

Date _____ Time: _____ to _____ Approx. Number of Participants _____

Type of Event: **ATHLETIC EVENTS ARE NOT COVERED**

Reception Shower Bereavement Meeting Other _____
• Will you be serving food? No Yes
• Will the event be catered? No Yes* Caterer's Name _____
• Are you bringing in any equipment? No Yes Describe _____
• Has your past liability coverage been canceled in any way in the last 3 years? No Yes
• Is your current insurer non-renewing coverage? No Yes
• Have any liability claims been paid by your insurer during the last 3 years? No Yes
• Does the event involve firearms, weapons, or pyrotechnic devices? No Yes
• Does the event involve any amusement devices such as inflatable, carnival rides, blowup slides, water activities, or a petting zoo? No Yes
• Are overnight accommodations or camping facilities part of the event? No Yes
• Are security personnel present? No Yes

**PLEASE COMPLETE FACILITIES USE AGREEMENT PER DIOCESE LEGAL FOR ALL EVENTS PER:
[HTTP://WWW.DISCPAN.ORG/MISCELLANEOUS.ASP](http://www.discplan.org/miscellaneous.asp)**

• Are Alcoholic beverages, including beer or wine, being served? No Yes*
*If yes, are you charging admission? No Yes

THE SELLING OF ANY ALCOHOLIC BEVERAGE AT YOUR EVENT IS STRICTLY PROHIBITED!

THE INSURANCE BEING APPLIED FOR BY THIS APPLICATION DOES NOT COVER LIQUOR LIABILITY AT ANY EVENT OPEN TO THE PUBLIC OR AT ANY EVENT WHERE ALCOHOLIC BEVERAGES ARE SOLD.

The Ohio Department of liquor Control allows only non-profit charitable institutions to obtain a temporary beer/wine/liquor permit for events where such alcoholic beverages are sold. Under Ohio law, a permit is required for anyone selling alcoholic beverages; selling is defined to include any form of remuneration for alcoholic beverages, including where such beverages are provided as part of an admission ticket price. Applicants providing alcohol, refer to the requirements associated with Temporary Liquor Permits from the State of Ohio found at: https://www.com.ohio.gov/documents/liqr_TempFAQChart.pdf