



THE ROMAN CATHOLIC
DIOCESE of SAVANNAH

APPLICATION FOR SPECIAL EVENTS COVERAGE

(Please allow one week for approval)
(\$105/Per Event)

Name of Parish Or Institution Event Will Take Place: _____

Date of Event: _____

Street (Physical) Address (NO P.O. Boxes) Of Parish/Institution: _____

Type of Special Event (Example: wedding reception, anniv. party,
If event is a fundraiser, please be specific about what is occurring):

City/State: _____ Zip Code: _____

Phone No.: _____

Lessee (Additional Insured) Information:

Name of Sponsoring Organization or Individual Requesting Coverage _____

Time of Event From _____ To _____

(Please **Print** Lessee Name(s) or Organization)

Estimated Number of Participants: _____

Lessee (Additional Insured) Contact Person:

Name: _____

Is Alcohol Being Served? _____

Street Address: _____

Yes _____ No _____

City/State: _____ ZIP Code: _____

Charge for Alcohol? _____

Yes _____ No _____

Telephone: _____

Is Food Being Served? _____

Yes _____ No _____

Email: _____

Live Music/Inflatable or Mechanical Rides? _____

Yes _____ No _____

FAILURE TO DO SO MAY RESULT IN A DELAY OR DENIAL OF COVERAGE.

The Special Events coverage provides \$1,000,000 Combined Single Limit Bodily Injury, Property Damage, and Host Liquor Liability coverage per event (not per claim).

COVERAGE DOES NOT APPLY TO CERTAIN EVENTS, SUCH AS, BUT NOT LIMITED TO:

- *Sporting events including tournaments & camps
- *Amusement rides, including mechanically operated devices, trampolines, & rebounding devices
- * Events where a fee or admission is charged, unless all proceeds go to charity
- * Events with attendance or more than 1,000 persons
- * Events involving pool or lake activities
- * Events involving 'BYOB' (Bring your own bottle)
- * Any carnival event
- * Fireworks & fireworks display
- * Events organized or operated by professional promoters/performers
- * Events which exceed 72 hours in duration
- * Overnight Stay (unless approved/additional charge \$25)
- * Events involving recreational vehicles
- * Political Rallies

COVERAGE SUBJECT TO APPROVAL

COMPLETE AND RETURN THIS FORM TO:

Alejandro Henao
Diocese of Savannah
Department of Insurance and Risk Management
2170 E. Victory Drive
Savannah, GA 31404
Phone: (912) 201-4061
insurance@diosav.org

Please do not send cheques, the parish/school will be invoiced through the Diocesan e-bill system