

**Application for Special Events Coverage
(Liquor Sales)**

Archdiocese/Diocese of: _____ Date of Event: _____

Name of Parish:
School, or Agency: _____

Type of Event (Example: Wedding Reception
Anniversary Party, Etc. - Please Specify): _____

Street Address: _____

City, State, Zip Code: _____

Phone: _____ Time of Event: From: _____ To: _____

Contact Person: _____ (printed name) Approximate Number of Participants: _____

Lessee (Additional Insured) Information:

Name of Sponsoring Organization and/or
Individual Requesting Coverage: _____

Will there be Liquor at the event?
Yes No

Email: _____

Is Liquor being sold, included in the price of admission, or
provided at a fundraiser?
Yes No

Street Address: _____

If yes, a separate, additional Liquor Liability policy is required.

City, State, Zip Code: _____

Telephone: _____

Is Food Being Served? Yes No

Lessee Signature _____

Overnight Event? Yes No

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:

- Amusement rides, mechanically operated devices, trampolines, & rebounding devices
- Events where a fee or admission is charged, unless all proceeds go to charity
- Events organized or operated by professional promoters/performers
- Events with attendance of more than 1,000 persons
- Sporting events including tournaments & camps
- Events which exceed 72 hours in duration
- Events involving pool or lake activities
- Events involving recreational vehicles
- Fireworks & fireworks displays
- Liquor Liability (Dram Shop) coverage
- Any Carnival Event

For Company Use only:

**NOTIFICATION OF AN EVENT MUST REACH ARTHUR J. GALLAGHER
AT LEAST 15 DAYS IN ADVANCE OF THE EVENT
*ALL EVENTS NEED PRIOR APPROVAL BY K & K Insurance Group, Inc.***

COMPLETE AND RETURN THIS FORM TO:

Brianna Riske Phone:
(630) 285-4252 Fax:
(630)285-4062
Brianna_Riske@ajg.com

**Once the application is reviewed and approved
an invoice will be sent out:**

Please do not send cash or checks

Please report all claims to K & K Insurance Group, Inc. Claims department at 1-800-237-2917
All Events must be reported 15 days prior to effective date.