

INSURANCE PROGRAM FOR INTERPRIDE MEMBERS

Legal Name of Pride Organization:		
Address:		
City:	St	Zip

If above address is a P.O. Box please provide a physical address below		
Address:		
City:	St	Zip

Insurance Contact		THE TOTAL EVENT
Name		Federal ID#
Email Address		Budget \$
Phone		Projected Revenue \$
Fax		Projected Expenses \$
Cell		

Please declare all events that are sponsored by Pride.

Type of Event	Date(s)	Load In Date	Load out date	Attendance last year	Attendance this year
Festival					
Parade					
March/Rally					
Estimated # of Vendors					
Sport Event					
Type of sport					
# of Participants					
Concert off site					

Please declare all events that are sponsored by outside Promoter for benefit of Pride or Pride advertises the event

Type of Event	Date(s)	Name of Promoter	Insurance Certificate naming Pride as Additional Insured?
			<input type="checkbox"/> Yes <input type="checkbox"/> NO
			<input type="checkbox"/> Yes <input type="checkbox"/> NO

COVERAGE FOR:

Event Liability \$1,000,000 \$2,000,000 \$3,000,000 \$5,000,000 \$____,000,000

Please attach any contract you have with your city, county, state or other venue.

Liquor Legal Liability \$1,000,000 \$2,000,000 \$3,000,000 \$5,000,000

We are SELLING Alcohol We are just SERVING alcohol at no charge

Non Owned/Hired Auto Liability (Volunteer, Rented, Hired, Donated or Parade Vehicles)

Rented Equipment for Pride Event Equipment Owned by Pride

Accident Coverage for Pride Committee / Staff / Volunteers / Parade Participants

Pride Committee _____ # of Pride Volunteers _____ # of People in the Parade _____ # of Pride Employees _____

FESTIVAL INFORMATION- Attach a diagram of your festival site

Festival Site:

Venue Name: _____
 Street Address _____
 City _____ State _____ Zip Code _____

Waiver of Subrogation- Does your venue contract or city permit require your insurance to “waive subrogation”? Yes No
 Or that your insurance must be “primary and not contributory”? Yes No.
 If you are unsure send us a copy of the contract/permit

Water Hazard: Are there any swimming pools, lakes or bodies of water? Yes No Is water hazard fenced? Yes No
 How are attendees kept a safe distance from the water? _____

Fencing: Are Festival grounds fenced? Yes No Permanent Temporary

Light & Sound: Does a third party insured company install light & sound at your event? Yes No

Security: Pride Staff # _____ City Police # _____ Rent-a-cop # _____ Outside Company # _____

Name of Security Company _____ Is the Security Company insured? Yes No
 (Require that they name Pride as Additional Insured and provide Certificate of insurance)

Please attach any agreement where Pride has to indemnify any active or off duty law enforcement

First Aid: Pride Staff Medical Volunteers Hired Medical Units City Services

Please note your insurance coverage protects Pride and their volunteers against “incidental medical malpractice”. A medical professional is held to a professional standard and is not incidental even if volunteering services.

Child Care Yes No Supervised by Parents Pride Staff Outside Company (Must provide Certificate of Insurance)

Golf Carts: How will golf carts be kept a safe distance from attendees? _____

Entertainment: Headliner(s) _____

Entertainer requests to be Additional Insured? Yes No **Attach copy of Entertainers contract**
 Is Pride responsible for Entertainers Equipment? Yes No Value of Equipment \$ _____

Amusements: The amusement activities below are **EXCLUDED** from your policy. Make sure that if you have any of the following activities at your Pride, the company providing these concessions provide Certificates of Insurance naming Pride as Additional Insured

Mechanical rides? Yes No Zip Lines or Climbing Walls? Yes No Inflatable Play Areas? Yes No
 Dunk Tanks? Yes No Temp Skating Rink Yes No Fireworks?/Pyrotechnics Yes No

Liquor: Actual sales last year \$ _____ Estimated sales this year \$ _____

Do you have a Liquor License for this event? Yes No

What organization holds the Liquor License? Pride Other _____

What training has your bar staff had? Volunteer Meetings Experienced bar staff used TIPS or other Program Training

What controls are used? Wristbands Other (describe) _____

What is protocol for cutting someone off _____

Are you letting your liquor license be used for an event that is NOT sponsored by Pride? Yes No

Is there a fenced alcohol area or is alcohol consumed throughout festival area? Fenced Area Festival Area

Is there a limit placed on the quantity of alcoholic beverages purchased at one time? Yes No How many? # _____

PARADE INFORMATION

Length of Parade route _____

Estimated Time of Parade from Start to Finish _____

Estimated Number of: #People Marching _____ #Floats _____ #Cars _____ #Motorcycles _____

Types of Animals in Parade: None _____

Are all Animals insured by their owners against liability claims? Yes No N/A

Do you require all motorized units to show proof of insurance? Yes No N/A

Do you require all walking units to show proof of insurance? Yes No N/A

Are items allowed to be thrown into the crowd? Yes No N/A

Do you install bleachers, viewing stands along the parade route? Yes No N/A

Name of Installing Company _____ Attach a copy of the contract **

Do you install light or sound along the parade route? Yes No N/A

Name of Installing Company _____ Attach a copy of the contract **

TRANSPORTATION/ NON OWNED & HIRED AUTOMOBILES

Non Owned Auto Do staff or volunteers use their own vehicles for Pride business? Yes No

Non Owned Auto Liability only provides coverage for the Pride Organization if they are sued by the third party in the accident

Please Note: The vehicle owner's insurance policy is the primary coverage for their liability and damage to their own vehicle.

Rented Auto This is coverage for the vehicles Pride has a **written contract to lease or rent**. If someone is lending you their car get a written agreement to be responsible for damage

Do you hire or rent vehicles during your Pride event? Yes No Are any vehicles donated for your use? Yes No

Are you required to insure these vehicles for damage? Yes No Any vehicle over \$125,000 value? Yes No

Any drivers under 25 years old? Yes No Any vehicle seats over 12 people? Yes No

Cost to rent all vehicles \$ _____ Rental Company _____

How will you use the rented vehicles? _____

Rented Auto Damage- Buy the Rental Company coverage for damage to rental cars. Their day rate price is reasonable on a short term rental, they will not have deductibles, and their policy will cover you for the loss of income the Rental Company sustains while their car is being fixed. And you can leave the car and keys and just say "Sorry"

VENDORS/ EXHIBITORS/ CONCESSIONAIRES-

We strongly recommend that you require Vendors, Exhibitors and Concessions to provide \$1,000,000 Limit of Liability insurance and provide a Certificate of Insurance naming Pride as an Additional Insured. Generally we can get more competitive insurance quotes if you transfer this part of the risk to your Vendors/Exhibitors. More importantly your insurance policy may not respond for claims arising out of vendor, exhibitor or concession booths if it is shown that the vendor, exhibitor, or concession activity is the sole negligent party.

If your vendor, exhibitor or concessionaire does not already have an insurance policy that can provide a Certificate of Insurance AND name Pride as Additional Insured, we will provide a link for them to purchase insurance for your event. The low cost of the insurance is \$65 (plus tax in some states) for \$1,000,000 Limit of Liability and covers both the Vendor, Exhibitor and Concessionaires operations and names Pride as Additional Insured.

Yes Sign Us Up No- We do not require insurance We use a Vendor Management Software Program and they handle the insurance



RENTED EQUIPMENT- Equipment rental company contracts usually hold you responsible for damage to property you rent from them. Please remind your rental companies to be realistic in determining replacement value of their equipment. Your premium is determined by the value to replace the equipment and the number of days it is in your care custody & control.

Do you rent, hire or borrow any equipment for your Pride events? Yes No

If you are using loaned or borrowed equipment make sure to establish **in writing** upfront the value of the equipment and the fact that you are responsible for loss or damage while it is in your care, custody and control.

Please complete the following and advise the cost to REPLACE the rented equipment. Do not tell us how much it is costing you to rent equipment. .

<input type="checkbox"/> Sound	<input type="checkbox"/> Lighting	<input type="checkbox"/> Entertainers Equipment	<input type="checkbox"/> Generators
\$	\$	\$	\$
Pick up Date	Pick up Date	Pick up Date	Pick up Date
Return Date	Return Date	Return Date	Return Date
Rental Co delivers <input type="checkbox"/> Yes <input type="checkbox"/> No	Rental Co delivers <input type="checkbox"/> Yes <input type="checkbox"/> No	Rental Co delivers <input type="checkbox"/> Yes <input type="checkbox"/> No	Rental Co delivers <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Tables, Chairs	<input type="checkbox"/> Bleachers	<input type="checkbox"/> Fencing	<input type="checkbox"/> Stages
\$	\$	\$	\$
Pick up Date	Pick up Date	Pick up Date	Pick up Date
Return Date	Return Date	Return Date	Return Date
Rental Co delivers <input type="checkbox"/> Yes <input type="checkbox"/> No	Rental Co delivers <input type="checkbox"/> Yes <input type="checkbox"/> No	Rental Co delivers <input type="checkbox"/> Yes <input type="checkbox"/> No	Rental Co delivers <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Radios	<input type="checkbox"/> Phones	<input type="checkbox"/> Golf Carts	<input type="checkbox"/> Toilets
\$	\$	\$	\$
Pick up Date	Pick up Date	Pick up Date	Pick up Date
Return Date	Return Date	Return Date	Return Date
Rental Co delivers <input type="checkbox"/> Yes <input type="checkbox"/> No	Rental Co delivers <input type="checkbox"/> Yes <input type="checkbox"/> No	Rental Co delivers <input type="checkbox"/> Yes <input type="checkbox"/> No	Rental Co delivers <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Vendor Tents	<input type="checkbox"/> Event Tents	<input type="checkbox"/> Trailers	<input type="checkbox"/>
\$	\$	\$	\$
Pick up Date	Pick up Date	Pick up Date	Pick up Date
Return Date	Return Date	Return Date	Return Date
Rental Co delivers <input type="checkbox"/> Yes <input type="checkbox"/> No	Rental Co delivers <input type="checkbox"/> Yes <input type="checkbox"/> No	Rental Co delivers <input type="checkbox"/> Yes <input type="checkbox"/> No	Rental Co delivers <input type="checkbox"/> Yes <input type="checkbox"/> No

TOTAL VALUE TO REPLACE ALL LOANED, BORROWED OR RENTED EQUIPMENT

TOTAL \$ _____

Is the Rented Property Stored overnight? Yes No **How is it protected?** _____

This application does not bind the applicant, insurer or Casswood, but it is agreed that this form is the basis for the contract when the policy is issued. False or misleading information can void the insurance contract. By signing this application I attest that the information provided is truthful and to the best of my knowledge accurate with regard to our application for insurance coverage.

Signature _____ **Date** _____

OTHER COVERAGES TO CONSIDER

CERTIFICATES OF INSURANCE- Additional Insured

Please attach copies of your contracts that call for you to HOLD HARMLESS Venues/Municipalities/Sponsors/Rental Companies etc. and name them as Additional Insured or Loss Payee for their property in your care custody and control.

Please remember each time you name an Additional Insured they will share with you the \$1,000,000 limit you have. Note also that the Additional Insured is only insured if they are involved in a claim due solely to your negligence. **We are not insuring the operations of the Additional Insured nor are you covered for their negligence.** You should protect Pride from the negligence of the following by being named as an Additional Insured on their insurance policy

Vendors/Exhibitors
Contracted Security

Tenting/Fencing
Mechanical Rides

Staging
Fireworks

Lighting & Sound
Sanitation

Child Care Services
Parade cars / Parade Units

EVENT CANCELLATION RAIN ONLY or Any Contingency including *Adverse Weather (Attach copy of budget)

Insuring for “ **Any Contingency**” requires a budget, copies of your contracts and if there is a loss you must be able to prove it. Adverse weather means weather that is too dangerous to set up or continue your event . “**Rain Only**” means rain only. It just has to rain the day you pick, at the place you pick, during the times you pick, and reach the accumulation you pick. When we give you this proposal we will give you options to choose on acceptable accumulation

Date _____ Hours of Event _____ am/pm TO _____ am/pm

Hours of Coverage _____ am/pm TO _____ am/pm
(Consider the less period of time covered, the lesser the premium. Insure prior to your event start to pick up set up and prior to your event end)

Actual Street Address of your Event _____

City _____ ST _____ Zip _____

Revenue \$ _____ Expenses \$ _____ AMT TO INSURE \$ _____

CYBER LIABILITY- Coverage for Breach of Personal Identifiable Information Please Quote No Thanks

Any Pride organization that collects Personal Identifiable Information (PIN) from volunteers, vendors, sponsors, ticket buyers etc) is liable to those people if their information is breached either by computer or even if the information is stored on paper records. By Federal law you must notify those breached and maintain their credit reports for one year. Depending on the extent of the breach, the average cost to comply with the law is about \$3 per person.

We can secure Cyber Liability quotes for you at \$500,000 \$1,000,000 or \$2,000,000 We just need “yes” answers to the following questions:

1. You have anti virus software installed and enabled on all desktops, laptops and servers (excluding database servers) and it is updated on a regular basis ? Yes No
2. You have firewalls installed on all external gateways? Yes No
3. You back up weekly and you store the backup off site or in a fire proof safe, or your outsourced service provides this service? Yes No
4. You process and store credit card information, not outsourced to a third party, and you have been certified as PCI Compliant or successfully completed a self-assessment audit? Yes No

Name of the Outsource Provider None _____

Service Provided _____

ANNUAL INSURANCE COVERAGE Yes No

Now that we have your Pride event covered, what about Pride for the other 365 days of the year. We can cover that too. Coverage for your Office, meeting locations, fundraisers, owned equipment in storage, office equipment, your website and social media and other activities that go on all year

Annual Revenue \$ _____ # of Board Members _____ # of Officers _____

Office located at _____

Sq Footage _____ # Stories _____ Type of Construction _____ Type of Roof _____

Fire/Security Central Station Local Alarm Sprinklers Dead Bolts Security Guard

Storage located at _____

Sq Footage _____ # Stories _____ Type of Construction _____ Type of Roof _____

Meetings located at _____ # Meetings per year _____

Fundraisers Events _____. If you have a list of your fund raising events for this year please provide dates, type of event, estimated attendance and whether or not you are selling alcohol, beer or wine

Office Equipment Valued at \$ _____ To Replace

Owned Event Equipment Valued at \$ _____ To Replace

FUNDRAISERS

DATE	Type of Event	Attendance	Alcohol Sold?	Est Alcohol Sales
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$ _____
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$ _____
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$ _____
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$ _____
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$ _____
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$ _____
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$ _____
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$ _____
_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$ _____