

Special Event Public Liability Proposal Form

1. Name of organisation

2. Contact Information

Contact Name

Position

Email

Phone

Fax

Postal Address

Suburb

State

Postcode

3. When is the even being held? (DD/MM/YY)

4. How many days does the event cover?

5. What type of event is it?

6. Are you organising or only participating in the event?

7. Where is the event being held?

8. Who owns the venue?

9. How many people do you expect to attend?

10. Will there be a charge to attend the event?
If Yes, How much?

Yes No

11. Are there any third party service providers involved?
(If you answered yes to this question and you need them to be noted on your Certificate of Insurance please supply their full details when submitting this form.)

Yes No

Important Notice; If you are using the services of other organisations during the event you will need to supply a copy of thier Public and Products Liability Certificate of Insurance.

For example but not limited to: Owner/Operator of Venue Entertainment Provider Food and Alcohol Services Security and Traffic Management Exhibitors

Please provide a copy of any brochures and promotional material related to the event.

Your current level of indemnity is: Public Liability \$30,000,000 (Any one occurrence)

Products Liability \$30,000,000 (Any one policy period)

12. Have you arranged or organised this event in the past? No

Yes, please advise details.

12. Have you made any claims on this type of insurance as an event organiser? No

Yes, please advise details.

Special Event Public Liability Proposal Form (continued)

14. If there is any additional information regarding the event please provide details below:

Contractual Liability

You may prejudice your rights with regard to claim if, without prior agreement from your Insurers, you enter into an agreement with a third party that prevents the Insurer from recovering the loss from that, or another party.

Your policies contain provisions that either exclude the Insurer from liability or, reduces it's liability, if you have entered into any agreements that exclude or limit your rights to recover damages from another party in relation to any loss, damage or destruction which would allow you to sustain a claim under the policies.

Examples of such agreements are the "hold harmless" clauses which are often found in lease agreements, government contracts, maintenance agreements and any agreement involving any activity at or from your centre. If you are in any doubt, please consult with your Account Manager at Coverforce.

Proposal Form Declaration

I declare that I have made all necessary inquiries into the accuracy of the responses given in this proposal and confirm that the statement and particulars given in this proposal are true and complete and that no material facts have been omitted, misread or suppressed. I agree that should any of the information given by me alter between the date of this proposal and the inception date of the insurance to which the proposal relates, I will give immediate notice thereof to the insurer.

I confirm that I am authorised by the Named Entity to complete this proposal form and to accept the quotation terms for this insurance on behalf of the Named Entity.

Signature of Insured/representative

Print Name

Name of Organisation

Date (DD/MM/YY)

Returning Your Form

Please make a copy for your own records and return the completed document to:

Account Executive
Niamh Hynes
communityguard@coverforce.com.au
D 02 9376 7836

Contact Coverforce

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