

Event, Party & Wedding Planners
General Liability - Supplemental Application
(Complete in addition to ACORD)

1. Name of Applicant: _____
2. Annual Gross Sales: \$ _____ Annual Payroll: \$ _____
3. Number of owners: _____ Number of employees (other than owners): _____
4. Describe your event planning business, types of events organized, and describe venues : _____

5. Do you work more as a coordinator who is responsible for the entire event, or rather as a consultant who provides advice and contacts? Coordinator Consultant Other _____

6. What is your website address? _____

7. How many events per year do you plan/produce? _____

8. What is the average attendance per event? _____

9. Do you carry Errors & Omissions Liability coverage? Yes No

If yes, Carrier Name: _____ Limits carried: _____

If no, please complete E&O application EOAPP1.

10. Do you operate out of your home office? Yes No or from a commercial office space? Yes No

11. Please list professional credentials: _____

12. Have you participated in any seminars or workshops sponsored by the Association of Bridal Consultants or the Association of Certified Professional Wedding Consultants? Yes No

13. Do you use subcontractors? Yes No

If yes, do you require them to provide Certificates of General Liability Insurance? Yes No

Do you require subcontractors to list you as an additional insured? Yes No

14. Vendors:

What criteria do you use to determine vendor suitability? _____

Who pays vendors? (Client directly or do sales flow through you?) _____

If client pays vendors directly, are separate commission agreements made between you and the vendor? Yes No

Does applicant have any ownership interest in any of the vendor companies? Yes No

If yes, describe: _____

15. Please check all exposures that apply to your business:

- | | | | |
|---|--|---|---|
| <input type="checkbox"/> Amusement devices | <input type="checkbox"/> Amusement rides | <input type="checkbox"/> Animal rides | <input type="checkbox"/> Athletic events |
| <input type="checkbox"/> Celebrity events | <input type="checkbox"/> Concert promotion | <input type="checkbox"/> Extreme activities | <input type="checkbox"/> Fireworks |
| <input type="checkbox"/> High Profile events | <input type="checkbox"/> Inflatable amusements | <input type="checkbox"/> Nightclubs | <input type="checkbox"/> Product advertising events |
| <input type="checkbox"/> Product marketing launches | <input type="checkbox"/> Talent agency | <input type="checkbox"/> Televised events | |

16. If alcohol is provided at events, who carries the Liquor Liability Insurance Coverage?

Applicant's Signature

Date

Title

Producing Agent