

**DIOCESE OF COLORADO SPRINGS - 0342**  
**APPLICATION FOR SPECIAL EVENTS COVERAGE**

**Coverage Limit:** \$1,000,000 Combined Single Limit Bodily Injury and Host Liquor Liability, \$500,000 Property Damage Liability.  
Coverage provided is per event (not per claim). **Submission of application does not bind coverage - all events are subject to approval.**

Coverage underwritten by **Markel Insurance Company**; Policy No. on file with C.M.G. Agency, Inc.

**TO AVOID DELAY OR DENIAL OF COVERAGE, PLEASE ENSURE THAT EVERY FIELD IS COMPLETED.**

**Name of Parish or Institution:** \_\_\_\_\_

**Date of Event:** \_\_\_\_\_

Street (Physical) Address (NO P.O. BOXES): \_\_\_\_\_

**Type of Special Event** (Example: wedding reception, anniv. party, etc. If it's a FUNDRAISER, be specific about what is occurring):  
\_\_\_\_\_

City/State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

**Time of Event:** From \_\_\_\_\_ To \_\_\_\_\_

Phone No.: \_\_\_\_\_

**Is this an overnight event?** Yes \_\_\_\_\_ No \_\_\_\_\_

**Lessee (Additional Insured) Information:**

Name of Sponsoring Organization or Individual Requesting Coverage  
\_\_\_\_\_

**Approx. Number of Participants:** \_\_\_\_\_

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

**Is Food Being Served?** Yes \_\_\_\_\_ No \_\_\_\_\_

**Lessee (Additional Insured) Contact Person:**

Name: \_\_\_\_\_

**Is Liquor Being Served?** Yes \_\_\_\_\_ No \_\_\_\_\_  
(Include Beer & Wine)

Street Address: \_\_\_\_\_

If liquor is to be sold (or cost included in ticket price) and/or a license or permit is required in order for you to serve or furnish alcohol, you must obtain LIQUOR LIABILITY coverage by separate application.

City/State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

Does this event require the additional coverage? Yes \_\_\_\_\_ No \_\_\_\_\_

Telephone: \_\_\_\_\_

**To receive approval notification please print e-mail(s):**

*(Please Print E-mail(s) Clearly)*  
\_\_\_\_\_  
\_\_\_\_\_

**To Note:** If liquor liability coverage is NOT purchased and an alcohol related claim results, the claim will be excluded if it is determined that a liquor liability policy should have been purchased.

MSCHUMACHER@DIOCS.ORG

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

- Any carnival event
- Fireworks & fireworks displays
- Events involving 'BYOB' (Bring your own bottle)
- Events involving pool or lake activities
- Events involving recreational vehicles
- Non-religious musical performances/concerts (contact us for special exceptions)
- Events organized or operated by professional promoters/performers
- Organized sporting events, including tournaments & camps (some sporting activities are allowed and must be pre-approved).
- Events where a fee or admission is charged, unless all proceeds go to charity
- Political Rallies
- Amusement rides, including mechanically operated devices, trampolines, & rebounding devices
- Claims related to an epidemic/pandemic

**ADDITIONAL CHARGES WILL APPLY FOR:**

- Events which exceed 3 days in duration (charge TBD)
- Inflatable Amusement Device (Must be pre-approved, picture required. Minimum charge of \$100 per inflatable applies; each device is underwritten; charge is determined by size and potential risk.)
- Events that exceed 1,000 in attendance (charge TBD)

**COMPLETE AND RETURN THIS FORM AND YOUR CHECK TO:**

DIOCESE OF COLORADO SPRINGS  
ATTN: Carrie Wills  
228 N CASCADE AVE  
COLORADO SPRINGS, CO 80903