



**CITY OF REDLANDS  
TENANT/USER and INSTRUCTOR APPLICATION  
SPECIAL EVENTS INSURANCE**



**If event requires underwriter approval please allow 10 days prior to event date. If insufficient time is not allowed possible decline on coverage could occur. Please return to the location you received this application from. PLEASE PRINT CLEARLY.**

EVENT HOLDER INFORMATION	
Name:	
Address:	
City:	Zip Code:
Phone Number:	Fax Number:
Email Address:	

TENANT/USER EVENT INFORMATION	
Name/Type of Event (15 <sup>TH</sup> Birthday Party, Anniversary Party, Meeting, Dance, Job Fair, etc.)	
Description of Event:	
Date(s):	Hour(s):
Location:	
Attendance <b>(Per Day)</b> :	Total Attendance for Event:
Ages of Attendees:	Will waivers be signed? Yes No
Participants <b>(Per Day)</b> :	Ages of Participants :
Are Fireworks Included?	Carnival Rides?
Bands or DJ?	Caterer?
Name of Band/DJ:	Name of Caterer:
Type of Music?	
Bounce House? (Please note, bounce houses are NOT insured by this insurance)	

TENANT/USER EVENT - ADDITIONAL INFORMATION
Additional Insureds:
Number of Exhibitors Requiring Coverage (No Sales)*:
Number of Concessionaires Requiring Coverage (Non Food Sales)*:
Number of Concessionaires Requiring Coverage (Food Sales)*:
<i>*Please provide separate list of concessionaires / exhibitors to be covered</i>



**CITY OF REDLANDS  
TENANT/USER and INSTRUCTOR APPLICATION  
SPECIAL EVENTS INSURANCE**



**LIQUOR LIABILITY INFORMATION**

Liquor Liability Needed? Yes No If yes, please complete the following questions:  
 Are the securities in place to avoid overindulge and underage drinking? Yes No Are  
 identifications checked and wristbands issued? Yes No  
 Is this in a fence area? Yes No

**INSTRUCTOR CLASS INFORMATION**

Description of Instructional Class:  
 \_\_\_\_\_  
 Date(s): \_\_\_\_\_ Hour(s): \_\_\_\_\_  
 Location:  
 Attendance (**Per Class Per Day**): \_\_\_\_\_ Same attendance per day:  
 Are these in weekly sessions? Yes \_\_\_\_\_ Ages of Attendees: \_\_\_\_\_

**OPTIONAL COVERAGES**

**Limit Increase**  
 \$1,000,000/\$3,000,000 Total Event premium will be increased by 11%  
 \$2,000,000/\$2,000,000 Total Event premium will be increased by 19%

**Property Damage :**  
 \$50,000 Limit Premium \$50.00  
 \$100,000 Limit Premium \$100.00  
 \$300,000 Limit Premium \$250.00

**PAYMENT OPTIONS**

Credit Card  Cash / Check  
 (Payable to "City of Redlands")

**COMPANY USE ONLY:**

Hazard Group:	Attendance Premium:
Exhibitors Premium:	Concessionaires Premium:
Liquor Liability Premium:	Additional Insureds Premium:
Property Damage Premium:	Increase Limits Premium:
	<b>TOTAL PREMIUM:</b>