



Evanston Insurance Company  
Markel American Insurance Company  
Markel Insurance Company

## SPECIAL EVENT SUPPLEMENT

(Include Acord application)

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### APPLICANT INFORMATION:

Applicant's Name: \_\_\_\_\_ Location Address: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

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### A. Description Of Event (attach any flyers, brochures, etc.):

- \_\_\_\_\_
- \_\_\_\_\_
1. Maximum daily attendance: \_\_\_\_\_ Total attendance: \_\_\_\_\_ Sales: \$ \_\_\_\_\_
2. Length of event: \_\_\_\_\_ Estimated age group of audience: From \_\_\_\_\_ to \_\_\_\_\_
3. Number of Participants: \_\_\_\_\_
4. Do participants sign waiver of liability agreements? ☐ Yes ☐ No

### B. Applicants Experience in conducting events of this similar nature:

- \_\_\_\_\_
- \_\_\_\_\_
1. Has this event been held before? ☐ Yes ☐ No  
If yes, how many years? \_\_\_\_\_

### C. Rides:

1. Will rides be provided? ☐ Yes ☐ No  
If yes, type of rides: \_\_\_\_\_
2. Do rides have signs clearly marking age, height, and size limitations? ☐ Yes ☐ No

### D. Entertainment:

1. Will live entertainment be provided? ☐ Yes ☐ No  
If yes, please describe: \_\_\_\_\_
2. If a concert, type of music: ☐ Classical ☐ Jazz ☐ Rap ☐ Blue Grass ☐ Country/Western  
☐ Gospel ☐ Gothic ☐ R & B ☐ Hard Rock ☐ Heavy Metal  
☐ Alternative ☐ Hip hop ☐ Other: \_\_\_\_\_

3. If fireworks are planned, is pyrotechnician licensed and insured? ☐ Yes ☐ No
4. Does applicant obtain a certificate naming him as an additional insured? ☐ Yes ☐ No
5. Distance between fireworks staging area and audience? \_\_\_\_\_
6. Spectators allowed in fireworks staging area? ☐ Yes ☐ No

**E. Security:** (indicate type and number of each)

- ☐ Independent security company \_\_\_\_\_ ☐ Off-duty police \_\_\_\_\_ ☐ Employed security \_\_\_\_\_
- ☐ Chaperons \_\_\_\_\_
1. Is there a written emergency plan in the event of an accident? ☐ Yes ☐ No
2. Does independent security company provide a certificate of insurance? ☐ Yes ☐ No

**F. Stadiums:**

1. Are bleachers or platforms to be used? ☐ Yes ☐ No  
 If yes, type: ☐ Portable ☐ Permanent Back and side railings provided? ☐ Yes ☐ No  
 Construction: ☐ Wood ☐ Steel ☐ Concrete Height in feet: \_\_\_\_\_ ' ' \_\_\_\_\_  
 Age of bleachers or platform: \_\_\_\_\_
2. Are patrons protected from and warned against potential flying objects? ☐ Yes ☐ No
3. Are patrons allowed on the field, track, or pit area? ☐ Yes ☐ No
4. Is public address system clearly audible in all parts of the facility? ☐ Yes ☐ No
5. Is there a backup electrical supply for lighting and the public address system? ☐ Yes ☐ No

**G. Traffic Control:**

1. Who is responsible for crowd and traffic control? \_\_\_\_\_
2. Are parking areas smooth with clearly marked parking areas and exit roads? ☐ Yes ☐ No
3. Is parade route able to handle size and height of floats and are cross streets barricaded? ☐ Yes ☐ No

**H. Liquor:**

1. Is liquor to be served by applicant? ☐ Yes ☐ No  
 If yes, please explain: \_\_\_\_\_
2. Does applicant want: ☐ Host liquor ☐ Liquor Liability (available in selected states only)
3. Is liquor to be served by others? ☐ Yes ☐ No  
 If yes, please explain: \_\_\_\_\_

**I. First Aid:**

1. Will first aid facilities be provided at the event? ☐ Yes ☐ No  
 If yes, please describe \_\_\_\_\_  
 If yes, who will be in charge of the facilities? ☐ Doctors ☐ Nurses ☐ Others: \_\_\_\_\_

2. If applicant is the sponsor, does the operator have liability insurance? ☐ Yes ☐ No  
If yes, name of insurance carrier: \_\_\_\_\_  
Policy limits of liability: \$ \_\_\_\_\_

**J. Hold-harmless Agreements:**

1. Is applicant held harmless by others? ☐ Yes ☐ No
2. Does applicant agree to hold any third party harmless? ☐ Yes ☐ No  
If yes, who? \_\_\_\_\_
3. Do independent contractors and vendors provide proof of General Liability coverage, including products? ☐ Yes ☐ No

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Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime. This application does not bind any of the parties to complete the insurance transaction.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Producer's Signature

\_\_\_\_\_  
Date