LIABILITY INSURANCE FOR THE EVENTS OF OUTSIDE USERS AT
DIOCESE OF TUCSON FACILITIES
Event Days: October 1, 2011 to October 1, 2012

INSTRUCTIONS: 1) Complete this form (be sure to provide all information requested). Return original form to the Chancery with payment. Please retain a copy for your records. Check should be made payable to "The Diocese of Tucson".

Parish or Agency (Additional Insured – Lessor) | Street Address | City | Zip

Facility/Building (i.e., Hall, School Gym, etc.) to be used and address (if different). | Parish Phone Number

Sponsoring Organization or Individual Lessee

Type of Event: _____ Number of (Daily) Participants: _____

Date(s) of Event: _____

Contact Person: _____ Telephone Number: _____

Address: _____

Will liquor be served? _____ **Yes** _____ **No** Will food be served? _____ **Yes** _____ **No**

Will liquor be SOLD? _____ **Yes** _____ **No** **If yes, Liquor Liability must be purchased—see below**

COVERAGE IS PROVIDED ONLY FOR THE EVENT AND DATES SPECIFIED ABOVE. PROMPT NOTICE TO THE PROGRAM ADMINISTRATOR OF ANY LOSS OR INCIDENT IS REQUIRED!

Signature of Outside User/Named Insured

Signature of Pastor, Parish Administrator or Diocesan Representative acknowledging receipt of completed request, payment and Short-Term Use Agreement

Date

Date

Insurance Coverage Provided by: **Employers Fire Insurance Company**
Limit of General Liability Insurance: **$1,000,000 each Occurrence**
Host Liquor Legal Liability: **Included**
Liquor Liability (required If liquor is sold): **Additional Premium Applies (see below)**
Third-Party Property Limit: **$1,000,000 (excess $250 deductible)**

Coverage includes mandatory coverage as per the Terrorism Risk Insurance Act of 2002 and its extensions.

_____	**1** to **100** Daily Attendance	**… $128.00**	_____	**WITH** Liquor Liability	**… $205.25**
_____	**101** to **500** Daily Attendance	**… $158.90**	_____	**WITH** Liquor Liability	**… $349.45**
_____	**501** to **1,500** Daily Attendance	**… $190.55**	_____	**WITH** Liquor Liability	**… $458.35**

TOTAL PAYABLE: $ _____

This notification of an event *must* reach the Chancery at least seven (7) days prior to the event.

Remit originally completed form, one copy and payment to:

Diocese of Tucson
P. O. Box 31
Tucson, AZ 85702
Attn: Insurance Department

Program Administrator:

Arthur J. Gallagher Risk Management Services
P.O. Box 7443
San Francisco, CA 94120-7443
Phone: (415) 546-9300