

# Application for Events Cover

## 1. Agency details

Agency name:	
Address:	
Contact name:	
Phone:	Email:
Risk/cost centre:	

## 2. Event details

Title of event to be covered:
Type of event:
Are you the organiser/promoter of the event? Yes <input type="checkbox"/> No <input type="checkbox"/> If no, your role:
Name of organiser (if not you):
Advise details of full itinerary of the event (including total number of events, date(s) of the event, approximate start and finish time, venue or location and any event performed in the open air or under canvas:

## 3. General details

Have all necessary arrangements been made and licences, contracts, visas and permits obtained for the fulfilment of the event? Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you previously staged or organised this type of event? Yes <input type="checkbox"/> No <input type="checkbox"/> if yes, advise:
The number of events: <input type="text"/> Have any of these events were cancelled, postponed or abandoned? Yes <input type="checkbox"/> No <input type="checkbox"/> if yes, advise details:
Have you had past experience at staging or organising any event similar to this type of event? Yes <input type="checkbox"/> No <input type="checkbox"/> if yes, advise details:
Does the event depend upon the appearance of an individual performer(s), participant(s), act or group? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, is a substitute available at short notice in case of non-appearance of the performer(s), participant(s), act or group? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please advise details:
Is the event now proposed for cover presently insured? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, advise policy number:
Name of insurer:
Have you ever sustained a loss from any event staged or organised by you or others on your behalf for cancellation, postponement or abandonment due to any cause? Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you ever sustained a loss from any event staged or organised by you or others on your behalf for non-appearance of performer(s) or participant(s)? Yes <input type="checkbox"/> No <input type="checkbox"/>
Are there any other facts relating to this even which should be disclosed to us to enable a true assessment of this application to be made before acceptance of this cover? Yes <input type="checkbox"/> No <input type="checkbox"/>
If you answered yes to either of the last three questions, provide details:

#### 4. Cover details

Period of cover from:	To:	(both dates inclusive)
Artists/participants fees or salaries		
Venue costs		
Equipment hire		
Advertising/publicity		
Sponsorship		
Management fees		
Merchandising revenue		
Commissions		
Guarantees		
Film, TV or broadcasting rights		
Travel costs		
Accommodation costs		
Catering		
Tours, visits and entertainment costs		
Exhibitions		
Net profit		
Other (please specify)		
		TOTAL

#### 5. Agency declaration and authorisation

I declare that I have read and understood the important notices contained herein and the details submitted are true and correct and that I am the person authorised to lodge the claim against the RiskCover Fund on behalf of the abovementioned agency. I agree no cover will operate until acceptance of this application is communicated in writing by the Insurance Commission.

Signature:

Date:

Name:

Title:

Phone:

Email:

#### 6. Important notices

No cover shall apply if at the inception date of this cover you have knowledge or information of any matter, fact or circumstance which is likely to give rise to a claim hereunder.

You shall not disclose to any third party the existence of this cover. If there is any change in the itinerary of the Event stated in this application you must inform us immediately.

No cover shall apply unless all necessary arrangements (eg contracts signed, venue booked, licences, visas and permits obtained) for the fulfilment of the Event have been made prior to the inception date of this cover.

If the space provided is insufficient to advise all the details, please attach a separate sheet.

Please attach brochures and/or pamphlets (if any) of the event.