

Hilmar Grange Hall

Special Event Liability Insurance Instructions

Please use these instructions to complete your Special Event Insurance form. The Special Event Insurance Form can be found at: <https://www.theeventhelper.com#zH430H>

Home Page

Special Event Insurance

Event Location: California

Coverage Length: 3 days

Combined Daily Attendance: 350 people

What type of event is it? Quinceanera

Continue \$143.30

Partner Link: Hilmar Grange #537

Existing Quote | Manage Policy

Event Location

California

Coverage Length

You will need to check your contract for this information. Your insurance MUST cover all days listed on your contract.

Combined Daily Attendance

This is the *total* number of people who will be at your event during setup, the event itself, and cleanup. This number should include guests, decorating staff, caterers, DJs, etc.

What type of event is it?

Scroll through the list or use the **lookup button** to enter your event type.

The estimate will change as you enter details.

Click Continue

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1 Basic Event Details

1 Basic Event Details

What type of event is it?
Quinceanera

Where is your event?
California

Total days of coverage you need
3 days

Combined Daily Attendance
350 people

NEXT

Confirm these details are correct. Edit if needed.

[Click Next](#)

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2 General Liability Coverage Options

2 General Liability Coverage Options

Alcohol Coverage
Host Liquor \$

Coverage Limits
\$1,000,000 Occurrence / \$2,000,000 Aggregate
\$5,000 Medical Payments
\$1,000 Deductible

Need a Waiver of Subrogation?
 Yes No

Need Hired & Non-Owned Auto?
 Yes No

NEXT **BACK**

Alcohol Coverage

If you are not providing alcohol and are *absolutely certain* that your guests will not bring alcohol to your event, select **None**.

If your event is a private party with an open bar but without an entrance fee or ticket sales, select **Host Liquor**. This is the safest selection even if you are not providing alcohol to your guests.

If your event has a no-host bar (you are selling alcohol) or you are selling event tickets that include a beverage, select **Retail Liquor**. You will also be required to obtain an ABC license through the State of California in this case.

Coverage Limits

\$1,000,000 Occurrence/\$2,000,000 Aggregate. This is the minimum coverage that we require. You are free to select a higher coverage amount if desired.

\$5,000 Medical Payments. This is the minimum coverage that we require. You are free to select a higher coverage amount if desired.

\$1,000 Deductible. This is the highest deductible amount. It results in the least expensive policy. You are free to select a different deductible amount if desired.

Need a Waiver of Subrogation?

No

Need Hired & Non-Owned Auto?

No

[Click Next](#)

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3 Dates of Coverage

3 Dates of Coverage

MARCH 2022 APRIL 2022 MAY 2022 JUNE 2022

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20 21 22 23 24 25 26 17 18 19 20 21 22 23 22 23 24 25 26 27 28 19 20 21 22 23 24 25

27 28 29 30 31 24 25 26 27 28 29 30 29 30 31 26 27 28 29 30

I understand that the dates selected above are the only dates that will be covered by this policy. Each date is midnight to midnight. I have selected all set-up and clean-up days necessary for my event.

NEXT **BACK**

i Event Days
Be sure to choose each individual date you need covered. Don't forget any event set-up or clean-up days!
All dates must be selected at time of purchase and cannot be changed after the start date of the policy.

Select ALL days you will be on the premises. This includes all set-up days prior to your event, the event date, and the day after your event. The policy covers each day from midnight to midnight.

Check the box stating that you understand that the dates you choose are the **only** dates that will be covered by this policy.

[Click Next](#)

4 Eligibility Questions

4 Eligibility Questions

Are there water activities, amusement devices, inflatables, rides or animals?
 No Yes

Is there camping, sleeping overnight or events past 2am? (If going past 12am, be sure the following day is included in your date selections above.)
 No Yes

Will your event(s) be a political event, activist event, protest, rally or march?
 No Yes

Have you or anyone involved in the Event had more than 1 Event Liability Claims/Losses or any Event Liability Claim/Loss valued over \$10,000 in the past 5 years?
 No Yes

Will you, the insured, your operations, your products, or your event participation have any involvement with cannabis or cannabis-related products?
 No Yes

NEXT **BACK**

Are there water activities, amusement devices, inflatables, rides or animals?
No. We do not allow any of these at our events.

Is there camping, sleeping overnight or events past 2am? (If going past 12am, be sure the following day is included in your date selections above.)

No. Events at the Hilmar Grange Hall MUST end at midnight or earlier. Camping and overnight events are not allowed.

Continue answering the last three questions.

[Click Next](#)

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5 Your Name & Address (Event Holder)

5 Your Name & Address (Event Holder)

First & Last Name
First Last

Your Business Name (optional)
Business Name

Insured's Address (Your Address)
Street Address
City
-- Select State -- Zip

Phone Number
() -

Email
Your Email

NEXT BACK

This is the person who is going to be held responsible if someone gets hurt or something gets damaged. It should be the same person who signed the Rental Agreement. This person must be at least 18 years old.

First & Last Name
Enter your name.

Your Business Name (optional)
If your Rental Agreement is under the name of a business, include it here.

Insured's Address (Your Address)
Enter your address.

Phone Number
Enter your phone number.

Email
Enter your email address. ***This is where your insurance documents will be sent.***

[Click Next](#)

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6 Event Location/Additional Insured 1

6 Event Location / Additional Insured 1

Name of Certificate Holder
Hilmar Grange #537

Name Continued (optional) ⓘ

Certificate Address
8188 Lander Ave
Hilmar
California 95324 ⓘ

NEXT BACK

? Hilma easy
If you right

Q Certi

CEI
Hilr
818
Hilr

ACI

i If you name NOT (855)

This section is already filled out for you. The Hilmar Grange Hall is the Additional Insured.

*If your other vendors require to be listed as additional insureds, you can add them by clicking the **ADD ANOTHER** button on the upper right corner.*

[Click Next](#)

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7 Terms & Conditions (General Liability)

7 Terms & Conditions (General Liability)

If I choose to cancel my general liability policy, I will be subject to a refund fee of **\$48.31**, the full Administration Charge on my policy. If www.TheEventHelper.com cannot meet my venue's insurance requirements, I am eligible for a full refund. No refunds will be issued after the commencement (start date) of the policy period. [See full refund policy.](#)

I agree to and understand the [terms and conditions](#) of my policy(s).

I confirm that none of the [excluded event types](#) or [services](#) will be provided by the insured on this policy.

I understand injuries to athletic/sporting participants, performers/crews and volunteers will not be covered by this policy.

I understand there is no coverage for any losses due to any communicable disease such as Coronavirus disease (COVID-19).

Please type your name:

NEXT **BACK**

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Agree to the terms and conditions and type your name.

Note: There is a summary of the policy available to the right.

[Click Next](#)

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8 Payment Method

The screenshot shows a 'Payment Method' form with the following fields and sections:

- Card Number:** A text input field with a placeholder 'XXXX XXXX XXXX XXXX' and an information icon.
- Expiration Month / Year:** Two dropdown menus labeled 'MM' and 'YYYY'.
- Verification Number:** A text input field with a placeholder 'XXX' and an information icon.
- First & Last Name (on card):** Two text input fields labeled 'First' and 'Last'.
- Billing Zip (for card):** A text input field with a placeholder 'e.g. 55555'.
- General Liability Cost Breakdown:** A table showing the following items and amounts:

Premium:	\$92.00
Stamping Fee:	\$0.23
State Tax:	\$2.76
Policy Fee:	\$48.31
Risk Purchasing Group Membership Cost:	\$0.00
Total General Liability Cost:	\$143.30
- Buttons:** A blue button labeled 'PAY \$143.30' and a grey button labeled 'BACK'.

Enter your credit card information.

Note: Your total may be different depending on the attendance size, event type, dates, and coverage options.

Hilmar Grange staff do not have access to your credit card information.

[Click Pay](#)

A copy of your policy will automatically be sent to us.