**SINGLE EVENT, INDIVIDUAL AND GROUP USERS LIABILITY APPLICATION**

**This Application must be completed and signed by each user that is applying for the insurance coverage. This form must be approved by Aon Reed Stenhouse Inc. and the insurance company. Coverage must be confirmed before insurance is in effect.**

**Insurance Certificate Number: \_\_\_\_\_\_\_\_\_\_\_**

(**Policy & Certificate expires every September 1st of each year and User must reapply for coverage 30 days prior to expiry date.)**

**Name, Address, PHONE/ EMAIL of Church rented & Church Rental Person PHONE/EMAIL \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name of Individual User or Group** **Renting the Church \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Mailing Address/EMAIL/PHONE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**NOTE**: **ANY COVERAGE WILL BE ONLY FOR ACTIVITIES WHILE ON CHURCH PREMISES.**

**IMPORTANT**: **Your cheque made payable to “The Synod of the Diocese of Montreal” and returned to the names as below. “Please indicate on the cheque memo the name of the User.”**

**COMPLETE FOR SPECIAL (SINGLE) EVENTS**

**(Rates and Coverages may differ from the attached Rating Schedule depending on activities)**

**Name of Individual Arranging Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**EMAIL ADDRESS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PHONE: (Business) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Residence) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Type of event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Estimated Number of Attendees: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Alcohol served? Yes ❑ No ❑**

**Date of Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Rate for Event: $\_\_\_\_\_\_\_\_\_ + 9% Sales Tax= $\_\_\_\_\_\_\_\_\_**

**Provide details of Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***COMPLETE FOR INDIVIDUAL GROUPS (Rates and coverage will apply depending on type of activities)***

**(Rates and Coverages may differ from the attached Rating Schedule depending on activities)**

**How often do Individuals or Groups meet? Weekly ❑ Monthly ❑**

**Estimated Number of Attendees: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Alcohol served? Yes ❑ No ❑**

**Effective Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Rate for Group: $\_\_\_\_\_\_\_\_\_ + 9% Sales Tax= $\_\_\_\_\_\_\_\_\_**

**Group Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**EMAIL ADDRESS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PHONE: (Business) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Residence) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Provide details on Group Activities: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**I declare that to the best of my knowledge, the statements set forth herein are true.**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Return to:**

**Brigitte Leclaire, PAA, CIP  Vice President c.c.Stephen Tam
Aon Reed Stenhouse Inc. The Synod of the Diocese of Montreal**

**700 De La Gauchetière Street West, Suite 1900 1444 Union Avenue**

**Montréal, Québec H3B 0A7 Montréal, Québec H3A 2B8**

**Tel.: 514-840-7747 Fax: 514-842-3456 Tel.: 514-843-6577 Fax: 514-843-6344**

**brigitte.leclaire@aon.ca** **stam@montreal.anglican.ca**

RATING SCHEDULE

**SINGLE EVENT**

Single Events could include weddings, dances, local fund-raiser, a one-time meeting, etc. The rating is established on a flat premium, based on the number of people attending the event and if alcohol is served.

|  |  |  |
| --- | --- | --- |
|  | **Provincial Sales Tax** | **Total Premium & Tax**  |
| **Attendees** | **Alcohol**  | **Premium** | **QC****9%** | **QC** |
| 1-50 | No | $32.00 | $2.88 | $34.88 |
| 51-100 | No | $57.00 | $5.13 | $62.13 |
| 101-250 | No | $83.00 | $7.47 | $90.47 |
| 251-500 | No | $160.00 | $14.40 | $174.40 |
| 1-50 | Yes | $57.00 | $5.13 | $62.13 |
| 51-100 | Yes | $83.00 | $7.47 | $90.47 |
| 101-250 | Yes | $160.00 | $14.40 | $174.40 |
| 251-500 | Yes | $260.00 | $23.40 | $283.40 |
| Over 500 | Refer to Aon Reed Stenhouse Inc. |

**ANNUAL INDIVIDUAL & GROUP USERS**

Individuals or groups that meet on the premises on a regular basis and **DO NOT SERVE ALCOHOL**.
No annual coverage for users who serve alcohol on a regular basis. Fixed Premium of $83.00 plus tax.

|  |  |
| --- | --- |
| **Provincial Sales Tax** | **Total Premium & Tax**  |
| QC 9% | QC |
| $7.47 | $90.47 |

**Groups could include:**

* Youth study groups
* Alcoholics Anonymous, Al-Anon, Ala-Teens, Regular AA Groups
* Yoga Groups
* Craft Classes
* Drama, Euchre, Bridge, Cribbage, Chess Clubs
* Drop-In Groups
* Art, Sewing, Health and Cooking Classes
* Generally all regular meetings

**Specific activities excluded:**

**Alpine Skiing, Boxing, Climbing Walls, Contact Hockey, Contact Martial Arts, Cycling,**

**Fireworks (unless under the direction of a licensed pyro-technician), Gymnastics, Horse Related. Kickboxing, Lacrosse, Minor Hockey (18 & Under), Rugby, Skateboarding / Skateboard Parks, Snowboarding and Tackle Football.**