



UCIP TULIP

Tenant Users Liability Insurance Program

COUNTY INSTRUCTIONS FOR USING TULIP

Determine eligibility:

- Is the group using County premises?
- If they are not using County premises, they are not eligible for TULIP.

1. Provide the Group (Tenant User) with an application for completion. Instructions for the completion are included.
2. Review the application to be sure Part I is completed, signed and dated by the Tenant User or representative.
3. Complete Part II. Determine rate chart, classification, attendance group and premium. The rate charts, schedule of classifications and rating examples are attached.
4. Advise Tenant User/Group of premium due. Payment must be in the form of a **CASHIERS CHECK** or **MONEY ORDER** payable to **Utah Counties Insurance Pool**. **NO EXCEPTIONS.**
5. Upon receipt of payment, sign and date the application and forward it to our office.
6. The application and payment must be received at least two working days prior to the event. If there is not enough time to use the mail services please fax a copy of the application and payment, then mail the original.

TENANT USER

INSTRUCTIONS FOR COMPLETING THE TULIP APPLICATION

1. Complete the Name of the Group as shown on the rental agreement with the County.
2. Provide name of at least one contact person.
3. Telephone number of contact person during business hours.
4. **COMPLETE** mailing address of group or contact person.
5. Name of Site of being used for the event (Site, etc).
6. **COMPLETE** address of site being used for event.
7. List **ALL** dates insurance is required.
8. Provide a brief description of the event (i.e. meeting, play, jazz concert).
9. Complete all sections:
 - a. Advise number of people that are expected to attend the event. Include participants and spectators.
 - b. Enter total number of days the facility will be used.
 - c. **Multiply** your answer from "A" times your answer from "B" and enter that number in "C".

Sign and date the application in the boxes provided. Return the application to the County contact person for rating and their signature. They will advise you the amount of premium to be paid.

A cashier's check or money order, payable to Utah Counties Insurance Pool, is required.
No Exceptions!

UTAH COUNTIES INSURANCE POOL (UCIP)

Tenant User Liability Insurance Program (TULIP)
Application for Special Events Liability Insurance

Part I: To be completed by tenant user and returned to COUNTY with CASHIERS CHECK or MONEY ORDER payable to Utah Counties Insurance Pool.

NO COVERAGE PROVIDED WITHOUT A COMPLETE APPLICATION

(1) NAME OF GROUP - TENANT USER:			
(2) CONTACT PERSON:			
(3) PHONE:		(4) EMAIL:	
(4) COMPLETE MAILING ADDRESS:			ZIP CODE:
(5) COUNTY EVENT HELD IN:		(6) NAME OF SITE:	
(7) ADDRESS OF SITE:			
(8) LIST DATE(S) OF EVENT:			
(9) DESCRIBE EVENT:			
(10)	A) MAXIMUM NO. OF SPECTATORS & PARTICIPANTS PER DAY	B) TOTAL NUMBER OF DAYS OF USE	C) TOTAL FOR ENTIRE EVENT (A X B = C)
	A)	B)	C)
SIGNATURE			DATE

Part II - To be completed by county prior to submission to Utah Counties Insurance Pool.

D) RATE CHART (circle one)	E) CLASSIFICATION (circle one)	F) ATTENDANCE GROUP (circle one)
A B	I II III	A B C D E F
G) TOTAL PREMIUM	<input type="checkbox"/> Premium Includes Liquor Liability	
COUNTY SIGNATURE		DATE

Coverage provided is through Employers Fire Insurance Co., an A.M. Best A XIV, admitted company. The special events form is \$1,000,000 limits. No Coverage is provided by this policy unless an application has been submitted and a premium has been paid. No Coverage is provided for Liquor Liability unless the submitted application includes a premium payment for Liquor Liability. No coverage by this policy for Paid Professional Entertainment or talent unless specifically endorsed hereon. This insurance does not apply to "Bodily Injury" or "Personal Injury" or death of any person while rehearsing or practicing for, participating in, or traveling to and from any contest or exhibition of an athletic, dance or sports nature.

Mail application and payment in time to be received at least three working days prior to the event. Please include your email address, so that the Certificate of Insurance can be emailed to you prior to your event.

MAIL TO:

UTAH COUNTIES INSURANCE POOL
Attn: Shaney Kelleher
PO Box 95730
South Jordan, UT 84095
(801) 565-8500
Fax: (801) 568-0495
shaney@ucip.utah.gov

UTAH COUNTIES INSURANCE POOL

TENANT USERS LIABILITY

INSURANCE PROGRAM RATING SCHEDULE

1/1/08-1/1/09

CHART A

RATES (1 THROUGH 4 DAYS)					
DAILY ATTENDANCE SPECTATORS/PARTICIPANTS	CLASS I	CLASS II	CLASS III	LIQUOR LIABILITY (Plus additional premium for liquor liability)	
A 1-100	\$75	\$100	\$150	\$75	
B 101-500	\$100	\$135	\$200	\$185	
C 501-1500	\$150	\$185	\$310	\$260	
D 1501-3000	\$200	\$315	\$425	\$375	
E 3001-5000	\$300	\$425	\$625	\$490	
F 5001 +	Refer to AJG	Refer to AJG	Refer to AJG	TBD	
Add 10 % to the premium for Each Additional Insured (Other than the Program Sponsor) up to a maximum of \$1000					

CHART B

RATES (5 OR MORE DAYS)					
TOTAL ATTENDANCE SPECTATORS/PARTICIPANTS	CLASS I	CLASS II	CLASS III	LIQUOR LIABILITY (Plus additional premium for liquor Liability)	
A 1-100	\$95	\$170	\$300	\$110	
B 101-500	\$140	\$215	\$360	\$275	
C 501-1500	\$235	\$355	\$455	\$435	
D 1501-3000	\$335	\$460	\$575	\$600	
E 3001-5000	\$450	\$625	\$785	\$750	
F 5001 +	Refer to AJG	Refer to AJG	Refer to AJG	TBD	
Add 10 % to the premium for Each Additional Insured (Other than the Program Sponsor) up to a maximum of \$1000					

EXHIBITOR/CONCESSIONAIRES RATING SCHEDULE PREMIUMS IN ADDITION TO ABOVE RATES

EXHIBITORS – NO SALES	\$45.00 PER DAY/PER EXHIBITOR up to \$300 PER DAY
CONCESSIONAIRES – NON-FOOD SALES	\$65.00 PER DAY/PER CONCESSIONAIRE up to \$425 PER DAY
CONCESSIONAIRES – FOOD SALES	\$75.00 PER DAY/PER CONCESSIONAIRE up to \$475 PER DAY
ATTRACTIONS – PERFORMERS	\$150.00 PER DAY/PER CONCESSIONAIRE up to \$950 PER DAY

*PRODUCTS LIABILITY COVERAGE IS EXCLUDED ON ALL EXHIBITORS AND CONCESSIONAIRES.

For Assistance Call:

Shaney Kelleher: (801) 565-8500
FAX: (801) 568-0495

SCHEDULE OF RISK CLASSIFICATIONS

(Low Minimum Hazard Risks)

CLASS I

- Anniversary Parties
- Antique Shows
- Art Festivals and Shows
- Auctions
- Auto Shows-Auto Static Only
- Award Presentations
- Baby Showers
- Ballet or Other Classical Dance Shows
- Balloon Artists
- Banquets
- Baptisms
- Bar Mitzvahs/Bat Mitzvahs
- Bazaars
- Beauty Pageants
- Belly Dancer
- Birthday Parties
- Boat Show (Dry Dock only)
- Body Building Contests
- Book Signing
- Bridal Showers
- Business Meetings and Shows
- Business Parties
- Camera Shows
- Card Shows
- Caricature Sketching
- Carolers
- Cartoonists
- Casino Nights
- Chamber of Commerce Events
- Charity Benefits, Dances, Auctions, or Sales
- Choirs - Indoor
- Church Services or Meetings
- Civic Club Meetings
- Classic Dance Shows
- Computer Shows
- Concerts - Celtic Music
- Concerts - Chamber Music
- Concerts - Classical Music - Indoors
- Concerts - Holiday Music
- Concerts - Instrumental
- Consumer Shows
- Conventions – Indoors
- Craft Shows
- Dance Competitions
- Dance Recitals
- Debutant Balls
- Debuts
- Drill Team Exhibitions
- Educational Exhibitions
- Electronics Conventions
- Face Painter
- Fashion Shows
- Flower and Garden Shows
- Funeral Service
- Graduations
- Harvest Festivals - No Farm Implements or Equipment
- Holiday Events & Parties/Gift Exchange
- Home Shows
- Jazz and Jam Concerts – Indoors
- Jewelry Maker
- Job Fairs Indoors
- Ladies Club Events
- Lectures
- Luncheons
- Meetings – Indoors
- Mobile Home Shows
- Pageants
- Poet
- Poetry Reading
- Professional and Amateur Association Meetings
- Puppeteers/Quinceanera
- Recitals
- Reunions Indoors
- RV Shows
- Scouting Jamborees – No Overnight Camping
- Séances
- Seminars
- Social Receptions – Indoors
- Speaking Engagements
- Store Openings
- Story Teller
- Symphony Concerts
- Teleconferences
- Telethons
- Trade Shows – Indoors
- Vacation Shows
- Ventriloquist/Voter Registration
- Weddings and Wedding Receptions
- Yodeler

SCHEDULE OF RISK CLASSIFICATIONS (Medium Average Hazard Risks)

CLASS II

- Bingo Games
- Card Games – Blackjack
- Card Games – Poker
- Carnivals – School Event, no mechanical rides
- Chess Tournament
- Choirs – Outdoor
- Christmas Tree Lighting
- Clowns – no motorized vehicles
- Comedians
- Concerts – 50's; 60's; 70's or 80's Music
- Concerts – Blues Music
- Concerts – Classical Music – Outdoors
- Concerts – Country Music
- Concerts – Folk Music
- Concerts – Funk Music
- Concerts – Motown
- Concerts – Soul Music
- Dog, Cat, Bird & Other Domestic Animal Shows/Events
- Easter Egg Hunt
- Festival and Cultural Events – Indoors
- Fishing Events
- Golf Events – non professional
- Impersonator – celebrity or holiday character
- Impressionist
- Jazz and Jam Concerts – Outdoors
- Job Fairs – Outdoors
- Magician
- Mariachi Band
- Math Tournament
- Meetings – Outdoors
- Menorah Lighting
- Picnics – No Pools or Lakes
- Reunions – Outdoors
- School Band Competitions or Events
- Soap Box Derbies
- Social Receptions – Outdoors
- Trade Shows – Outdoors
- Union Meetings
- Video Game Contests

SCHEDULE OF RISK CLASSIFICATIONS

(Moderate Hazard Increased Exposure Average Risk)

CLASS III

- Aerobics and Jazzercise Classes or Events
- Amateur Rodeo and Roping Events
- Baseball – Amateur
- Basketball – Amateur
- Bicycling – no racing/off road
- Block Parties/Street Closures/Street Fairs – Under 5,000 Spectators
- Bowling Tournaments
- Boxing, Wrestling, Hockey and Football Games – Amateur
- Casino and Lounge Shows
- Cheerleading Events/Competitions - no pyramids
- Comedy Shows
- Company or Corporate Retreats
- Concerts – Pop Cover Bands
- Cornfield Mazes
- Country & Western Events – No Rodeos or Rides
- Country Festivals and Fairs – No Rides
- Festival and Cultural Events – Outdoors
- Film Screenings
- Film Showings
- Golf Tournament – Daytime
- Grad Night
- Gymnastic Competitions – Spectators Only
- Halloween – Costume Contests
- Ice Skating Shows
- Junior Athletic Games
- Karate Meets
- Lacrosse
- Laser Tag
- Livestock Shows
- Magic Show
- Marathons (walking & running)
- Mobile Homes/RV Shows – Professionally Managed
- Movie Release Party
- New Years Party (Private/by invite only)
- Old Timer Events
- Parades – Under 5,000 Spectators
- Play Readings
- Plays
- Pool and/or Billiards Tournaments
- Proms
- Rugby
- Soccer
- Softball – Amateur
- Sporting Events – Indoors – Non-Professional
- Talent Show (no rap, hip hop, heavy metal shows)
- Tap Dancing
- Tennis Tournament
- Theatrical Stage Performances
- Volleyball – Amateur
- Wagon/Hayrides
- Walking/Hiking Tour
- Wine Tasting

SCHEDULE OF RISK CLASSIFICATIONS

EXCLUDED EVENTS AND ACTIVITIES:

- Aircraft Events
- Animal Acts and Shows
- Bicycle Rallies, Races and Events
- Block Parties/Street Closures/Street Fairs- over 5,000 in attendance
- Boat Shows
- Bungee Jumping
- Carnivals
- Circuses
- Concerts with Rap, Hip Hop, Heavy Metal, Ski Punk or similar types of music
- Evangelistic Meetings with Faith Healing or Similar Activities
- Events with Armed Private Security
- Events with Known Attendance Prior to the Event Greater than 5,000 People
- Events with prior losses
- Exotic Animal Shows and Events
- Film Production
- Fireworks
- Gun and Knife Shows
- Hand gliding/Sky Diving
- Hot Air Balloon Rides/Events
- Instructional Classes - Drives Education, Flying or Health
- Laser Tag
- Luge
- Marathons / Walkathons
- Mechanical Amusement Devices Including Mechanical Bulls
- Mosh Pits
- Motorized Sporting Events
- Nightclub Shows
- Overnight Camping and Retreats
- Paint Ball
- Parachuting
- Parasailing
- Political Rallies
- Professional Sports
- Pyrotechnics
- Raves
- Record Signing's in stores
- Renaissance Fairs/Festivals
- Rodeo and Roping Events - Professional
- Roller Coasters/Sky Coasters
- Rummage Sales - Other than for Charities
- Saddle Animals
- Sidewalk Sales
- Skate Boarding
- Ski Events
- Sky Diving
- Slam Dancing
- Swap Meets/Flea Markets
- Swimming and Pool Facilities
- Temporary Grandstands
- Tobogganing
- Tractor Pulls
- Trampolines
- Wall Climbing
- War Games/Re-enactments
- Water Events
- Water Slides

UCIP TULIP RATING EXAMPLE 1-DAY EVENTS

(8) LIST DATE(S) OF EVENT 3/17/09			
(9) DESCRIBE EVENT Wedding			
(10)	A) MAXIMUM NO. OF SPECTATORS & PARTICIPANTS PER DAY	B) TOTAL NUMBER OF DAYS OF USE	C) TOTAL FOR ENTIRE EVENT (A X B = C)
	A) 400	B) 1	C) 400

D) RATE CHART (circle one)	E) CLASSIFICATION (circle one)	F) ATTENDANCE GROUP (circle one)
(A) B	(I) II III	A (B) C D E F
G) TOTAL PREMIUM	\$100	

CALCULATION

- **Rate Chart** **A**
- **Classification** **I**
- **Attendance Group** **B**
- **Event Premium** **\$100**

UCIP TULIP RATING EXAMPLE 5 OR MORE DAY EVENTS

(8) LIST DATE(S) OF EVENT		8/4, 9/8, 10/6, 11/3, 12/8, 1/5, 2/2, 3/2, 4/6, 5/4	
(9) DESCRIBE EVENT		Classical Music Concert	
(10)	A) MAXIMUM NO. OF SPECTATORS & PARTICIPANTS PER DAY	B) TOTAL NUMBER OF DAYS OF USE	C) TOTAL FOR ENTIRE EVENT (A X B = C)
	A) 100	B) 10	C) 1,000

D) RATE CHART (circle one)	E) CLASSIFICATION (circle one)	F) ATTENDANCE GROUP (circle one)
A (B)	(I) II III	A B (C) D E F
G) TOTAL PREMIUM	\$235	

**NOTE: FOR EVENTS 5 or MORE DAYS (Example: 100 x 10 = 1,000 total)
USE BOX 10 C - TOTAL PARTICIPANTS/SPECTATORS FOR ENTIRE
EVENT**

CALCULATION

- Rate Chart B
- Classification I
- Attendance Group C
- Event Premium \$235