

Beaver Dam | Columbus | Oshkosh | Watertown | West Bend

**Applicant Information** 

Fax completed questionnaire to:

920.887.2851

920.235.2516

262.334.5467

Beaver Dam

Oshkosh

West Bend

Applicant Name and Address:

## **Special Event Questionnaire**

Complete this form and fax it to your local agent or email to info@richardsinsurance.com.

Click button to email

completed form.

Contact Name:	
Contact Phone:	Contact Email:
Requested Limit of Liability: \$	
Event Information	
Description of Event:	
Location of Event:	
Date(s) of Event:	
Estimated Attendance:	Estimated Exhibitors:
Expected Gross Receipts: \$	
Describe Seating:	
Describe Set-up:	
Describe Security Arrangements:	
If guards, are they armed?	Do they have their own insurance?
Will food or beverages be served or sold by applicant?	
If yes, provide details:	
Type of liquor license held:	By whom:
Estimated Food receipts: \$	Estimated Liquor Receipts: \$
Applicant Signature:	Date:

Insurance coverage cannot be bound or changed via submission of any online form provided on this site or otherwise, e-mail, voice-mail or fax. No binder, insurance policy, change, addition, and/or deletion to insurance coverage goes into effect unless and until confirmed directly by a licensed agent.

920.623.5713

920.261.0209

Columbus

Watertown