



# GREAT AMERICAN INSURANCE COMPANIES

## Specialty Human Services Division

### SPECIAL EVENT QUESTIONNAIRE



Name of organization: \_\_\_\_\_

- Provide the following information on all **"small events"**. This includes events open to the public with less than 300 attendees. Typical events may include golf tournaments and dinners. Do not include regularly scheduled meetings. If additional space is needed, attach additional information.

Type of Event	Date & Time Scheduled	Annual Event?	Estimated Attendance	Estimated Receipts from Admission	Food/Drink receipts Excluding Alcohol	Alcohol Receipts
		YES <input type="checkbox"/> NO <input type="checkbox"/>				
		YES <input type="checkbox"/> NO <input type="checkbox"/>				
		YES <input type="checkbox"/> NO <input type="checkbox"/>				
		YES <input type="checkbox"/> NO <input type="checkbox"/>				
		YES <input type="checkbox"/> NO <input type="checkbox"/>				

- If liquor is indicated above:
  - Is any employee or volunteer of your organization responsible for serving alcohol? YES  NO
  - What alcohol controls are in place? \_\_\_\_\_

- Indicate any of the following types of events that you sponsor or participate in. **Complete a Special Event Addendum for each event indicated.**

None of the following apply

Event with

- Aircraft (motorized or not)
- Animals
- Athletic participation (e.g., rope courses, climbing walls, marathons, etc.)
- Attendance estimated greater than 300 people
- Fireworks Sales or Fireworks Show
- Haunted House
- Mechanical ride(s) or non-mechanical entertainment device(s) (e.g., inflatable slides and bouncers)
- Parade--float only
- Parade--participation other than float
- Parade--sponsorship/liability coverage for entire parade
- Use of motorized vehicles (licensed or unlicensed)

Completed by: \_\_\_\_\_ Date completed: \_\_\_\_\_

