

Villanova University Conference Services
800 Lancaster Ave, Galberry Hall
Villanova, PA 19085

Event Insurance Purchase Options
***For Both Day/Overnight – Adults - Minors Guest Groups**

It is the responsibility of each guest group to secure the insurance coverage contractually required by Villanova. Organizations can purchase T.U.L.I.P. (Tenants and Users Liability Insurance Policy) Event Insurance Coverage from any insurer of choice. However, listed below are some suggested insurers that may be able to assist.

** An adult is age 18 or over. A minor is age 17 and under.*

Kramer-Warner Assoc. Inc.

Contact: Paul McShane

Phone: 610-359-1422

Address: 3545 Rhoades Ave PO Box 399 Newtown Square, PA 19073

Bene-Marc, Inc.

Martha Gomez

6301 Southwest Blvd. Suite 101

Fort Worth, TX 76132

(800) 247-1734

mgomez@bene-marc.com

Bollinger, Inc.

Phone: 800-526-1379

Address: 101 JFK Parkway Short Hills, NJ 07078-5000

RMG Insurance

Phone: 610-867-6869

Address: 731 W. Broad Street Bethlehem, PA 18018

Sports Insurance: www.sportsinsurance.com

K&K Insurance Group: 877-355-0315 www.kandkinsurance.com/Pages/Home.aspx

Bob Leid Agency: (800) 747-9573 www.CampTeam.com

Philadelphia Insurance Companies: www.phly.com/products/tulip.aspx

Francis L. Dean: <http://www.fdean.com/>

We strongly recommend supplying any insurer with the insurance requirements section of the Villanova license rental agreement (see italics below). Otherwise, they have no way of knowing what limits and coverages are required by Villanova, and you could purchase a policy that is not sufficient. Simply ask the insurance agent to write a policy meeting the requirements in our agreement, and send the certificate of insurance “naming Villanova University as additional insured” to Villanova University

Conference Services when you receive it or the insurer can send it to Villanova University Conference Services directly.

1. *The following insurance requirements shall apply to Licensee, its contractors, consultants and agents.*
2. *A Certificate of Insurance must be received by the Villanova University Office of Conference Services by «Insurance_Cert_Date». Please note the certificate must include Villanova University as an “additional insured” under the Commercial General Liability, Automobile Liability and Umbrella policies, which must provide the minimum limits set forth below and written by a company acceptable to Licensor. The certificate should also indicate whether the General Liability policy is written on a “claims made” or “occurrence” basis. If the insurance is canceled or materially changed for any reason, Licensee must notify Licensor immediately, and Licensor reserves the right to terminate this Agreement in that event.*
3. *Insurance requirements are:*
 - a. *Workers Compensation: Statutory amount*
 - b. *Commercial General Liability: \$ 1 million each accident; \$2 million aggregate: including \$1 million of physical/sexual abuse/molestation and harassment coverage if any of Licensee’s attendees are Minors (under age 18), other than Minors accompanied by a family member age 18 or over.*
 - c. *Automobile Liability (if applicable): \$1 million each accident*
 - d. *Property coverage for owned or leased equipment*
4. *The Commercial General Liability policy must cover Licensee’s liability for claims that arise from activities sponsored by Licensee but conducted on premises not owned by Licensee. In addition, the Commercial General Liability policy must provide coverage for claims of physical/sexual abuse/molestation and harassment, with no exclusions or sub limits on such coverage, if any of Licensee’s attendees are Minors (under age 18), other than Minors accompanied by a family member age 18 or over.*
5. *Licensee agrees that the insurance shall be primary coverage, and the insurers waive subrogation rights against Licensor for any injuries or damages.*

McKenzie Suber-Robinson
Director of Conference Services
Villanova University
610-519-7580