

Fête des Petites Côtes*

P.O. Box 7 • Saint Charles, Missouri 63302-0007 • 636-940-0095 • Fax 636-724-9445

Dear Prospective Festival of the Little Hills Participant,

As we continue our planning and daily work for the 2010 Festival, we again are faced with the mandate of **liability insurance for all participants**. The circled items on the sample Certificate of Insurance on the back of this page must be provided.

The insurance required by the **City of St. Charles and our insurance carrier** is as follows;

- 1. Liability Insurance in the amount of \$1,000,000 per occurrence**
- 2. Liability Insurance in the amount of \$2,000,000 aggregate**
- 3. Effective and Expiration dates must include 12 am, August 20, 2010 through 12 midnight, August 22, 2010**
- 4. Festival of the Little Hills must be named as an Additional Insured on your policy.** Please note – Listing Festival of the Little Hills as certificate holder does not qualify as “Additional Insured.” Our insurance carrier requires a specific statement that says – “Festival of the Little Hills is named as additional insured” on the Certificate of Insurance.

You can select your own insurance carrier for this liability insurance or select any insurance company of your choice. To assist you, we have found (2) two additional insurance providers that you can contact.

SIS Insurance Services: 1-800-457-2231
K & K Insurance Group: 1-800-328-2317

We **MUST** have your **Certificate of Insurance** coverage in our possession **within 30 days** after you receive your acceptance letter from the Festival of the Little Hills.

We are excited about and looking forward to your participation in our Festival 2010. As always, please contact us for any information or assistance we can provide.

Sincerely,

Board of Directors
Festival of the Little Hills

crafts@festivalofthelittlehills.com

*Festival of the Little Hills

www.festivalofthelittlehills.com

CRAFTS • ARTS • ENTERTAINMENT
(OVER)