

Fête des Petites Côtes*

P.O. Box 1034 • Saint Charles, Missouri 63302-0007 • 636-940-0095

Dear Prospective Festival of the Little Hills Participant,

As we continue our planning and daily work for the 2024 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 16, 2024 through 12 midnight, August 18, 2024**
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 (3) three additional insurance providers that you can contact.

SIS Insurance Services: 1-800-457-2231

K & K Insurance Group: 1-800-328-2317

RLI Insurance: 856-291-5160 x1568

ACT Insurance: 844-520-6991

We **MUST** have your **Certificate of Insurance** coverage in our possession via mail or email **no later than May 31st**. No exceptions.

We have provided a sample of the certificate of liability required on the reverse side of this letter. Please refer to this when getting your liability insurance.

We are excited about and looking forward to your participation in our Festival 2024. As always, please contact us for any information or assistance we can provide.

Sincerely,

Board of Directors

Festival of the Little Hills

*Festival of the Little Hills

www.festivalofthelittlehills.com

CRAFTS • ARTS • ENTERTAINMENT

(OVER)

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/12/2005

PRODUCER AGENCY PHONE NUMBER FAX
 AGENCY NAME
 AGENCY ADDRESS

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED VENDOR NAME
 VENDOR ADDRESS

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: COMPANY NAME	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR	POLICY NUMBER	EFF DATE	EXP DATE	EACH OCCURRENCE 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY AGG \$
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 Event: Festival of the Little Hills, St. Charles, MO
 Certificate holder is listed as an additional insured under the General Liability.

CERTIFICATE HOLDER
 Fete des Petites Cotes, Inc.
 DBA Festival of the Little Hills
 P.O. Box 1034
 St. Charles, MO 63302

CANCELLATION
 SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
 AUTHORIZED REPRESENTATIVE
 Richard Grumich/KELLEY *Richard Grumich*