

***Insurance Certification (Must Complete)**

All vendors at the Catonsville Arts & Crafts Festival must have **liability insurance** that provides coverage for at least **one million in property damage and/or bodily injury**. There are **NO EXCEPTIONS** to this requirement.

Documentation of the required insurance should be provided in the following manner:

- 1) If you or your business carry an **annual business liability policy**, please submit a certificate of insurance or other valid proof of insurance at the time of submitting your application. If your policy expires before the date of the festival, then you will need to also submit an updated certificate of insurance as soon as you renew.
- 2) If you use **single-event coverage and register before May 15, 2018**, you must provide the name, phone number and email address of the insurer at the time of submitting your application and provide a valid certificate of insurance **no later than May 31, 2018**. If you use single-event coverage and register *after* May 15, 2018, you must provide an insurance certificate within 14 days of submitting the application.

Please fill out, sign and date the form below and return the signed copy to our office via email, fax or mail. **Your application is not complete until we either receive a certificate of insurance or this signed form.** The Certificate holder should be "The Greater Catonsville Chamber of Commerce, 924 Frederick Road, Catonsville, MD 21228."

You must check insurance option:

Annual liability coverage

Single-event liability coverage

Chamber's preferred annual insurance carrier:

Mettee Agency
Nationwide Insurance
9070 Chevrolet Drive
Ellicott City, MD 21042
410-750-0300
mccrorl1@nationwide.com
www.metteeagency.com

Chamber's preferred single event insurance carrier:

ACT Insurance
260 South 2500 West Suite 303
Pleasant Grove, UT 84062
888-568-0548
info@actinsurance.com
www.actinsurance.com

Name of insurer _____ Phone number _____

Email address _____ Expiration date _____

Signature of Applicant

Date

By signing this form, I agree to provide proof of insurance as outlined above and agree that if I do not, I forfeit my application fee.