

ST. FRANCIS HALL INSURANCE REQUIRMENTS

Personal Liability Insurance

- Renters must provide a Certificate of Insurance indicating personal liability coverage, with limits of at least \$1,000,000 per occurrence and \$2,000,000 in the aggregate, and stating St. Francis Hall as an additional insured party. This normally costs around \$100 - \$150.
- We recommend you start by inquiring with your own homeowners or renters insurance company. If they do not provide this coverage, we recommend Wed Safe – www.wedsafe.com or 877.723.3933.
- Proof of insurance is required to be submitted thirty days prior to your event. Your event may not be held without it.
- Proof of insurance should be emailed to stfrancishall@gmail.com or faxed to 866.595.1483

Caterers Insurance

- All caterers must be licensed and insured with limits of at least \$1,000,000 per occurrence and \$2,000,000 in the aggregate, and stating St. Francis Hall as an additional insured party. Caterers must provide proof of their license and insurance (naming SFH as an additional insured) no later than 30 days prior to event date.
- Proof of insurance should be emailed to stfrancishall@gmail.com or faxed to 866.595.1483