



Public Liability Insurance
For Colac Otway Shire FACILITIES Only

HIRER

NAME _____ CONTACT NO: _____

ADDRESS _____

FACILITY

DATE OF HIRE: ____/____/____ TO ____/____/____

NAME OF FACILITY _____

FUNCTION OR PURPOSE OF HIRE:

- Wedding 18th 21st Ball
 Cabaret Funeral Other _____

WHICH IS:

- Function with **less** than 20 People Function with **more** than 20 People
 Function with **NON** Alcoholic drinks Function with **Alcoholic** drinks

NOTE: THIS POLICY DOES NOT PROVIDE COVERAGE FOR ANY EVENT WHICH; IS A SPORTING ACTIVITY, HAS MORE THAN 1,000 ATTENDEES, IS PART OF A FESTIVAL OR IS A ROCK CONCERT.

TOTAL OF PREMIUM \$25.00**SUBJECT TO \$250.00 EXCESS EACH AND EVERY LOSS**

Upon the payment of the prescribed premium and completion of this form your liability as hirer is indemnified up to \$20,000,000

In the event of any claim, or the happening of any circumstances which may give rise to a claim, you must advise the **Risk & OHS Coordinator of the Colac Otway Shire on 5232 9400 immediately.**

ON BEHALF OF HIRER/HIRING GROUP _____ DATE: ____/____/____

The personal information requested on this form/document is being collected for our Insurer Jardine Lloyd Thompson. The personal information will be used solely by Council for the primary purpose for which it was collected or a purpose the person would reasonable expect. The person providing the information understands that the personal information provided is for the purpose of obtaining Public Liability Insurance coverage and that he or she may apply to Council for access to and/or amendment of the information. Requests for access and or correction should be made to the responsible officer or the Privacy Officer.

PART A Hirers of Council Owned or Controlled Facilities

INSURED	Various Hirers of Council Owned or Controlled Facilities (not otherwise insured)
BUSINESS	Activities conducted at and from the hired facility
INTEREST INSURED	All sums which the Insured shall be legally liable to pay to third parties by reason of: <ul style="list-style-type: none"> • Death or Personal Injury • Loss or Damage to Property happening during the Period of Insurance and caused by an occurrence in connection with the Business.
SITUATION AND/OR PREMISES	At and from the Council Owned or Controlled Facility
LIMITS OF LIABILITY	<p>General Liability \$20,000,000 any one occurrence</p> <p>Products Liability \$20,000,000 any one occurrence and in the aggregate any one Period of Insurance</p>
SUB-LIMITS OF LIABILITY	Property in Your Physical or Legal Control \$100,000 any one occurrence and in the aggregate for any one Period of Insurance
DEDUCTIBLE/ EXCESSES	The insured shall bear the first \$250 of each and every claim or series of claims arising out of any one Occurrence.
NOTES	<ul style="list-style-type: none"> ▪ Indemnity is only provided to the hirer of the facility. Indemnity is not provided to any other participants/performers/contractors that may be involved in the hire activity (e.g.: A band engaged for a wedding reception). Hirers should ensure these other parties have in place their own Public Liability insurance. ▪ Hires that will involve attendance of more than 1,000 are not automatically covered. Coverage needs to be confirmed – Refer to the Risk & OHS Coordinator. These may be subject to an additional premium as determined by the insurer. ▪ The hire activity is limited to a maximum period of five (5) consecutive days. Coverage for longer periods may be available. – Refer to the Risk & OHS Coordinator. An additional premium may be required by the insurer for longer periods. ▪ There is no coverage available where the hire is part of a festival/event. The event organiser should be required to effect their own insurance. ▪ There is no coverage available to commercial entities that hire the facility and charge admission or derive monetary gain from the actual hire activity. There is no problem in covering commercial entities for hire activities where there is no monetary gain derived from the actual hire activity. There is also no problem in covering Not For Profit (NFP) entities who may charge for fund raising purposes. ▪ There is no coverage for rock concerts.

