

How to Use the TULIP Program

What is TULIP?

The Tenants' and Users' Liability Insurance Policy (TULIP) provides low-cost special event insurance to you, the college or university facility user. TULIP is event-specific and protects both the facility user, or third party, and the institution against claims by individuals who could be injured or experience damage to property as a result of participating in an event. Events may range from classroom seminars, receptions, or weddings to festivals and fairs, sports events, or concerts.

1

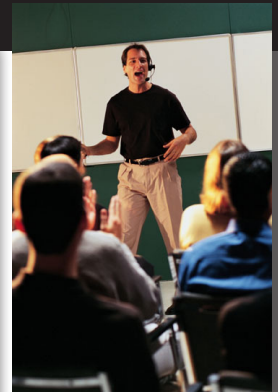
Log in to <https://tulip.ajgrms.com> and click on "Get a Quote."

The system will guide you through the process and allow you to purchase coverage and pay by credit card. If your organization has not enrolled in URMIA's TULIP program, click "Join Now" at tulip.ajgrms.com.

2

Verify your event coverage.

Upon completion, you will receive by e-mail a Binder/Certificate verifying your event coverage. The facility or venue office will also receive a copy of the Certificate.



Hazards and Activities Covered

Premiums are determined based on hazard classes. Liquor coverage may be purchased separately if allowed by the institution. Examples of events for each hazard class are:

HAZARD CLASS I

- Auctions
- Art Festivals
- Award Presentations
- Banquets
- Business Meetings
- Church Services and Meetings
- Civic Clubs and Meetings
- Craft Shows
- Graduation
- Harvest Festivals
- Lectures and Meetings (indoor)
- Telethons
- Voter Registration
- Weddings and Receptions

HAZARD CLASS II

- Bingo
- Chess Tournaments
- Carnivals (school events with no mechanical rides)
- Concerts (specific types)
- Festival and Cultural Events (indoor)
- Certain outdoor events, including Choirs, Jazz and Jam Concerts, Job Fairs, Meetings, and Trade Shows

HAZARD CLASS III

- Aerobics and Jazzercise Classes
- Cheerleading Events/Competition (no pyramids)
- Festival and Cultural Events (outdoor)
- Film Showings and Screenings
- Livestock Shows
- Plays
- Proms
- Theatrical Stage Performances
- Volleyball (amateur)

Ineligible Hazards and Activities

Examples of ineligible hazards and activities include:

- Animal Acts and Shows
- Balloon Rides
- Base Jumping
- Bounce Houses (Inflatables)
- Boxing, Wrestling, Hockey, Contact Karate, or Martial Arts Events
- Circuses
- Carnival Rides
- Concerts Not Classified under Hazard Class II and III
- Film Production
- Fireworks
- Fraternity Events
- Gun and Knife Shows
- Halloween Haunted Houses
- Heads of State Events
- Instructional Classes (driver education, flying, or health-related)
- Mechanical Amusement Rides or Services
- Motorized Sporting Events
- Political Rallies
- Power Boat Racing
- Pyrotechnics and Explosives
- Rodeo and/or Roping Events (includes practice)
- Renaissance Fairs/Festivals
- Slam Dancing
- Sorority Events
- Swap Meets/Flea Markets

About URMIA

TULIP is administered by Arthur J. Gallagher Risk Management Services for members of the University Risk Management and Insurance Association (URMIA). For more information about URMIA's services, visit www.urmia.org or contact the URMIA National Office at 812-727-7130 or urmia@urmia.org.

Tenant User Liability Policy

Insurance Company and Best Rating

Atlantic Specialty Insurance Co. A XI

Named Insured: Tenant User / Event Holder

Additional Insured: The Institution, Lessors, Managers of Premises

Policy Form: ISO Occurrence Commercial General Liability Form (GG 0001) including Premises/Products & Completed Operations, Personal & Advertising Injury, Contractual Liability, Host Liquor, Broad Form Property Damage. Liquor Liability is included when a separate premium has been charged.

ISO Occurrence Inland Marine Third Party Property Damage Form (IM 252) including Personal Property Floater

Limits:

None	General Aggregate
\$1,000,000	Products/Completed Operations Aggregate
\$1,000,000	Each Occurrence
\$1,000,000	Personal Injury / Advertising Injury
\$50,000	Fire Damage Limit (excludes events less than 7 days)
Excluded	Medical Payment Expense
\$1,000,000	Liquor Liability Aggregate
\$1,000,000	Each Common Cause
\$1,000,000	Third Party Property Damage

Deductibles:

None - GL
\$1,000 - Property Damage

Need Assistance or Have Questions?

Tracy Paladino

Phone: 303-889-2614 Toll-Free: 800-333-3231

E-mail: tracy_paladino@ajg.com

Anita Bruner

Phone: 303-889-2574 Toll-Free: 800-333-3231

E-mail: anita_bruner@ajg.com

Arthur J. Gallagher Risk Management Services

Address: 6399 S. Fiddler's Green Circle, Suite 200, Greenwood Village, CO 80111 Fax: 303-773-9776

UNIVERSITY RISK MANAGEMENT AND INSURANCE ASSOCIATION

Event Insurance Options for WSU Tenants and Facility Users

TULIP is a Tenants' and Users' Liability Insurance Policy. It may be the Washington State University as the university permits "third parties" to use university facilities for specific events. It is designed to provide low-cost general liability insurance to third party users of WSU facilities.

It protects both the Facility User (the third party) and the university against claims by third parties who may be injured or lose property as a result of participating in an event. Events may range from low-risk events such as seminars, receptions, or weddings to higher-risk events including camps, sports events, or concerts. TULIP can only be purchased when the event takes place at a WSU-owned facility. It does not extend to other properties.

How to purchase TULIP

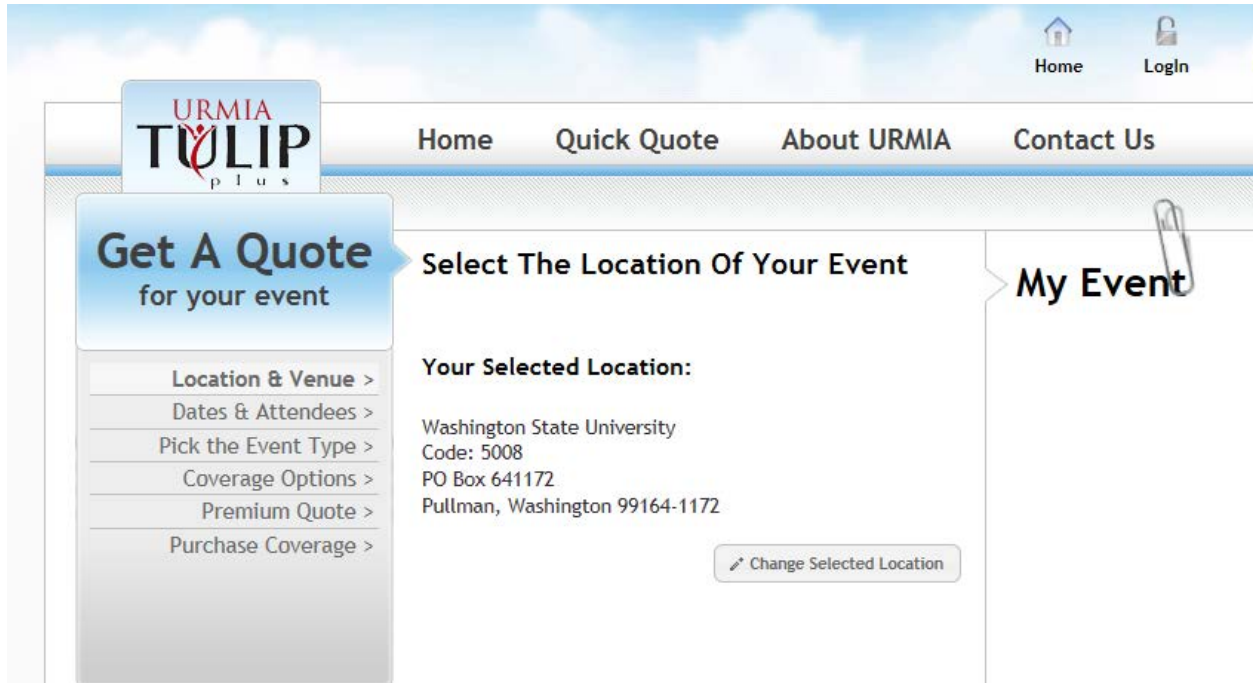
To request TULIP or a quote, please complete the [online request form](#). If you have questions regarding the TULIP program contact the Risk Management Services at 509-335-3682.

[TULIP PURCHASE or QUICK QUOTE](#)

Once in the quick quote option, select Washington State and then Washington State University for the location. If your event will be in Ensminger, select Ensminger as the Venue; otherwise select Washington State University as the Venue.

The screenshot shows the URMIA TULIP Plus website interface. At the top, there is a navigation bar with links for Home, Quick Quote, About URMIA, and Contact Us. The main content area is titled "Select The Location Of Your Event" and includes a dropdown menu for "Select the state in which the event will be held" with "Washington" selected. Below this is another dropdown menu for "Select the Location" with "-- Select Institution --" selected. There is also a search option: "Or Search for your location by code" with a text input field and a search icon. On the left side, there is a sidebar with a "Get A Quote for your event" button and a list of menu items: Location & Venue >, Dates & Attendees >, Pick the Event Type >, Coverage Options >, Premium Quote >, and Purchase Coverage >. On the right side, there is a section titled "My Event" with a paperclip icon.

Once these are selected, you will see the following screen. If you selected Ensminger, the Ensminger address will be displayed.



Choose event dates and average daily attendance.

Get A Quote
for your event

- Location & Venue >
- Dates & Attendees >**
- Pick the Event Type >
- Coverage Options >
- Premium Quote >
- Purchase Coverage >

Invitation Code?
Enter it here

Submit

Select Dates For Your Event

Choose Event Dates

Nov 2016

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Selected Dates (1)

Sat, November 19, 2016

Enter the Average Daily Attendance

Example: If the event is 3 days and there will be 25 people the first day, 30 people the second day, and 500 the third day please enter 185. $(555/3 = 185)$

Back Next

Select your event type from the options provided.

Get A Quote
for your event

- Location & Venue >
- Dates & Attendees >
- Pick the Event Type >**
- Coverage Options >
- Premium Quote >
- Purchase Coverage >

Invitation Code?
Enter it here

Submit

Select Your Event Type

Your Selected Event Type

Dog, Cat, Bird & Other Domestic Animal Show/Event

Change Selected Event Type

My Event

Location:
Washington State University
PO Box 641172
Pullman, Washington 99164-1172

Venue:
Washington State University

Event Dates:
Sat, November 19, 2016

Average Daily Attendance:
45

Back Next

Once the event type is selected, provide additional requested information/options.

Get A Quote for your event

- Location & Venue >
- Dates & Attendees >
- Pick the Event Type >
- Coverage Options >**
- Premium Quote >
- Purchase Coverage >

Invitation Code? Enter it here

Submit

Select Additional Coverage Options for your Event

Would you like excess coverage?

Yes No

Will alcohol be sold during the event?

This includes cash bars, charity events where tickets are sold, etc. By selecting Yes you will be purchasing additional Liquor Liability coverage.

Yes No

Vendors, Exhibitors, or Performers

Are you responsible for covering vendors or exhibitors for your event (caterer/concessionaire, DJs, booth exhibitor, etc.)?

Yes No

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My Event

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Pullman, Washington 99164-1172

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Washington State University

Event Dates:
Sat, November 19, 2016

Average Daily Attendance:
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Event Type:
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A quote is provided based on information you entered about your event.

Get A Quote for your event

- Location & Venue >
- Dates & Attendees >
- Pick the Event Type >
- Coverage Options >
- Premium Quote >**
- Purchase Coverage >

Invitation Code? Enter it here

Submit

General Aggregate	None
Product/Completed Operations	\$1,000,000.00
Personal/Advertising Injury	\$1,000,000.00
Each Occurrence	\$1,000,000.00
Fire Damage	\$50,000.00
Liquor Liability	N/A
Third Party Property Damage	\$1,000,000.00
Excess Liability Limit	N/A
Premium Computation	
General Liability	\$100.00
Liquor Liability	\$0.00
Third Party Property Damage	\$30.00
Excess Liability	\$0.00
Vendor Liability	
Exhibitors	\$0.00
Concessionaires (no food sales)	\$0.00
Concessionaires (with food sales)	\$0.00
Attractions	\$0.00
Total Fees	\$4.00
Total Premium & Fees	\$134.00

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Excess Coverage?
No

Will alcohol be served?
No

Will vendors be apart of the event?
No

You may choose to purchase coverage and a certificate will be emailed to you upon completion.

Home Login Help

Home Quick Quote About URMIA Contact Us

Get A Quote for your event

- ✓ Location & Venue >
- ✓ Dates & Attendees >
- ✓ Pick the Event Type >
- ✓ Coverage Options >
- ✓ Premium Quote >
- Purchase Coverage >**

Invitation Code?
Enter it here

Purchase Coverage

Please provide the following information to complete your purchase

Are you a Institution Manager? [Log In Here](#)

Event Title *	<input type="text"/>
Contact Name *	<input type="text"/>
Address *	<input type="text"/>
Address 2	<input type="text"/>
City *	<input type="text"/>
State *	<input type="text" value="-- Select State --"/>
Zip / Postal *	<input type="text"/>
Phone *	<input type="text"/>
Email *	<input type="text"/>

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