



Special Event/Temporary Use Tulip Insurance Information



Community Development - Engineering and Planning Departments
203 S. Pacific Avenue, PO Box 819, Kelso, WA 98626

TULIP Event Insurance Information

Tenant Users Liability Insurance Policy, or TULIP, is an easy to use, fast method of insuring most types of events and activities taking place at various facilities and venues throughout the United States.

The TULIP Program provides low cost general liability insurance to “third party” users of various venues and facilities for events. It protects both the user and the facility against claims by guests who may be injured as a result of attending an event.

Events may range from seminars, receptions and weddings, to sporting events and concerts. Your premium quote is based upon the risk associated with the given event or activity, the number of days coverage is needed, the number of attendees and if there are any special requirements, such as alcohol liability, food service, etc.

Following are the steps to obtain a quote and purchase TULIP event insurance through OneBeacon Entertainment.

- 1) Access the website at www.onebeaconentertainment.com
- 2) Under TULIP - Event Insurance, click on the "Purchase or Quote" button.
- 3) Enter the Venue ID Code into the two boxes.

Location Name	Venue ID
KELSO - Commons Park	0465 -524
KELSO - Parking Lot across from City Hall Oak St./Bridge Market Ln.	0465 -525
KELSO - Parking Lot at City Hall	0465 -526
KELSO - Rotary Park	0465 -527
KELSO - Streets Not Listed	0465 -528
KELSO - Tam O'Shanter Park	0465 -529

- 4) Answer questions about the event. Host Liquor coverage is included in the policy. Additional Liquor Liability coverage is available. Check with the facility to see which they want purchased.
- 5) Click on "Get Quote" for the cost of the insurance.
- 6) To purchase insurance, fill in the contact information for the tenant user and the insurance policy (the individual purchasing the coverage).
- 7) Review that the information has been filled out correctly.
- 8) Click the Agree and Accept boxes (after viewing the Refund Policy and Insurance Contract) and then click complete.
- 9) Review the summary of coverage and charges and then click Purchase Coverage.
- 10) Fill out the payment information and click Submit Payment.
- 11) Once the payment clears both you and the City will be emailed an insurance certificate.
- 12) If you have any questions regarding purchasing insurance online you may contact OneBeacon Entertainment / Entertainment Brokers International Customer Service at 1-800-507-8414.