

## **Insurance instructions to users of St. John the Baptist School Board facilities**

Effective December 1, 2011 St John School Board will require general liability insurance for all users of school property. Please bring this document to your insurance agent and provide a copy of a certificate of insurance to the school board. A list of potential agents is attached.

- Combined single limit general liability insurance of at least \$ 1 million per event,
- Aggregate limit of at least \$ 1 million per policy,
- The policy must name St. John the Baptist Parish School Board as an additional insured,
- A certificate of insurance must be presented to the school board naming the school board as an additional insured for each event,
- If applicable, the coverage provides any and all special endorsements based on the activity and/or use of the facility –

INJURY TO PARTICIPANTS – if activity involves athletics, dance, performance

LIQUOR LEGAL – if alcohol is being served on School Board premises by Organization or caterer hired by the Organization.

- A.M. Best Rating of “A” or better

## **Insurance Vendors**

Louisiana Insurance Service  
600 Main Street, Suite 150  
Laplace, LA 70068  
985-652-2167

Dave Millet Insurance  
1101 W Airline Hwy, Suite A  
Laplace, LA 70068  
985-652-6261

Riverlands Insurance  
492 West 5<sup>th</sup> St, Suite A  
Laplace, LA 70068  
985-652-5933

Waguespack Insurance  
www.waguespackinsurance.com  
985-652-2257

[www.kandkinsurance.com](http://www.kandkinsurance.com)

Any licensed Property and Casualty agent can write "SPECIAL EVENTS LIABILITY"  
or goggle "Special Event Insurance" and apply online