

# What's Left on Your Event Planning Checklist?

*Planning an Event*

*Scheduled Facility/Space Arrangements*

→  *Obtained Insurance*

If you're organizing an event on our campus, you must have insurance in place (the same would be true for your caterers and vendors).

And now obtaining the protection you're required to have for your event at our campus location is easy to check off your list!

Bowling Green State University, in partnership with Marsh U.S. Consumer, a service of Seabury & Smith, Inc., offers general liability coverage at an affordable rate for your event.

Plus, they've made it easy, safe and convenient to obtain your coverage right away.

The Tenant User Liability Insurance Program is designed to provide coverage for a variety of event types. Whether you are hosting a sporting event or a coworkers retirement party, you can meet your coverage requirements through TULIP. Even if you are not hosting the event, you may still need liability coverage.

For more information or to apply, visit the website provided below. From the drop-down list of products, choose the Tenant User Liability Insurance Policy (TULIP) and click on "Apply Now." It is really that simple. And if you need additional protection for your other events or business needs, Marsh U.S. Consumer can help you with that too.

If you have questions about coverage or the application process, simply call the Marsh Service Center at 1-800-349-3145 (between 8 a.m.–5 p.m. CST, M–F).

## **Event Insurance Tip:**

You should start the process of obtaining insurance coverage **AT LEAST 7 DAYS BEFORE** your event!

**MARSH**  
Your Campus  
Insurance  
Broker

**Visit [www.marshcampus.com/BGSU](http://www.marshcampus.com/BGSU) today  
to obtain the coverage needed for your event!**



Marsh U.S. Consumer, a service  
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