



SPECIAL EVENTS & FUNDRAISING

INSURANCE CERTIFICATE REQUEST

THIS FORM IS TO BE COMPLETED FOR:

- Events other than regular games, practices, tournaments or meetings
- Events like year-end banquets or public relations, or club promotional events

PLEASE NOTE:

1. You must attach a copy of the rental agreement with this request.
2. Requests submitted less than two (2) weeks before rental may not be processed.
3. Not all fundraising and special event activities are permitted by the Ontario Hockey Federation (OHF), for more information please read the "OHF Insurance Guide" available at www.ohf.on.ca.

HOCKEY TEAM INFORMATION:

Name of Team/Club: _____

Contact Name:	Contact Phone:
Contact Email:	Contact Fax:

NAME OF FACILITY (THE THIRD PARTY) REQUESTING PROOF OF INSURANCE:

Name: _____

Address: _____

Municipality: _____

It is understood and agreed that the above entities are added to the policy as additional insured but only with respect to the operations of the named insured described above. This certificate applies to the members and authorized personnel of the insured while operating within the scope of their duties.

Please show facility name above as "Additional Insured"

EVENT DETAILS:

Dates: _____

Event Description: _____

Are non-registered participants involved?	<input type="checkbox"/> No <input type="checkbox"/> Yes (note they are not covered by this policy)
Will alcohol be served at this event?	<input type="checkbox"/> No <input type="checkbox"/> Yes (then complete Alcohol Supplement Form)

FOR OFFICE USE ONLY

Date Received:	Approved By:	Signature:
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PLEASE FAX OR EMAIL TO YOUR OHF MEMBER PARTNER OFFICE