

10 STEPS TO CONSIDER REGARDING INSURANCE FOR EVENT ORGANISERS

For Public Liability insurance for an outdoor event promoter:

- 1 Name of policy holder & Event
- 2 Registered address / site address
- 3 Has it been run before? / Experience of proposer / staff
- 4 Have any claims been made against the proposer in the past 5 years
- 5 Do you have an event management plan?
6. What is the expected attendance?
7. What limit of indemnity do you require £5m or £10m

For Employers Liability, all of the above plus;

- 8 How many people will you be managing / employing
- 9 What will their roles be?
- 10 How much will you be paying them?