



2049 Parkside Boulevard Toledo, Ohio 43607  
Phone: 419-531-1421 ---- Fax: 419-531-0270  
[dwalsh@gesutoledo.org](mailto:dwalsh@gesutoledo.org)

## **Satisfying The Insurance Requirement**

The renter/user can purchase the Special Events coverage from the Diocese, provided they are **NOT selling alcohol** or conducting an athletic or sporting activity. **The Cost is \$150.** The paperwork will be provided to you from Dianna.

The second insurance option is for the renter/user is to provide a **CERTIFICATE OF INSURANCE** from their insurance carrier. The **COVERAGE LIABILITY** must be a minimum of **\$1,000,000.** The insurance is called Special Events or Hall Rental Insurance. **They also must list the "Diocese 1933 Spielbusch Ave., Toledo, OH 43604" as an additional insured within the box marked "Description of Operations".**

**Please note that the sale of alcohol includes a cash bar, donation or including it in the price of a ticket. Any time the payment of money provides access to alcoholic beverages the liquor is considered "sold".**

**Please have your insurance company FAX us your paperwork to 419-531-0270 Att: Dianna or email it to [dwalshsc@gmail.com](mailto:dwalshsc@gmail.com)**

**This must be done 1 month prior to the function.  
Best to start 2 months out.**