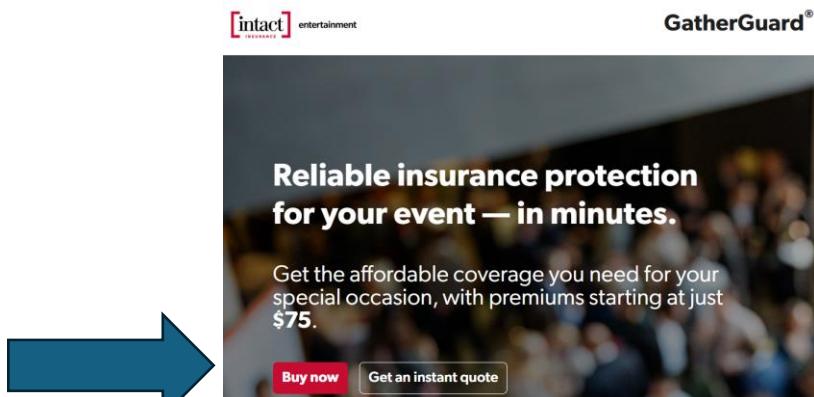


# SPECIAL EVENTS INSURANCE POLICY

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

1)Choose “BUY NOW”



2)Select your event (Events with X are not allowed at Long View Recreation Center)

## Select your event.

If you do not see your event category, please call (844) 747-6240 to confirm event eligibility.

Select your event type from the list

Select the category  What is the event...?

Continue

Or choose from our most popular events

Wedding	Birthday party	Meeting (indoors)
Festival cultural (outdoor) <span style="color: red;">X</span>	Charity <span style="color: red;">X</span>	Baby shower
Church service or meeting	Social reception (indoors)	Quinceañera
Funeral or memorial service	Fundraising <span style="color: red;">X</span>	Lecture or speaking engagement

3)Answer all questions – All should be **NO**. Then Continue.

## Get your birthday party insurance quote.

Coverage does not include inflatables including bounce houses and inflatables containing persons.

If you have held this event before, have there been any losses or claims?

Will there be any armed security who are not police officers?

Are you a promoter? ?

Are you a vendor? ?

Back

4) View information to be sure none of the items will be at your event. Select yes/no and then continue.

### Excluded objects & activities

The following activities or use of the following objects are not covered by the policy.

- Aircraft rides, exhibitions or operations
- Any event with a known attendance of greater than 5000
- Bicycle rally or race
- Bungee jumping
- Carnival with amusement devices
- Circus
- Crowd surfing, moshing or stage diving
- Exotic animal show or event
- Film production
- Fireworks
- Fraternity event
- Go kart race
- Hang gliding
- Health fair
- Heads of state event
- Hot air balloon ride
- Hypnotist
- Inflatable (including bounce houses and inflatables containing a person)
- Instructional class – driver's education, flying, health, or CPR
- Laser tag
- Luge
- Mechanical amusement device (i.e. carnival ride or mechanical bull)
- Motorized sporting event
- New Year's party (open to the public)
- Overnight camping
- Paintball
- Parachuting
- Parasailing
- Petting zoo
- Political rally, march, or event
- Promoter
- Rave
- Reality TV shows
- Renaissance fairs or festivals
- Professional rodeo or roping event
- Roller coaster or sky coaster
- Saddle animal
- Skateboard
- Skiing
- Skydiving
- Soap box derby race
- Sorority event
- Swimming and pool facility
- Temporary grandstand usage
- Tobogganing
- Tractor pulling
- Trampoline usage
- Wall climbing
- War game or re-enactment
- Water event
- Water slide usage
- Water sports, other than fishing

For any event not found on the GatherGuard® application under "Select your event" or "Other event types", please call 844-747-6240 to confirm event eligibility.

Does your event involve anything listed above?



5) Select 'Search for a venue' and enter LONG VIEW RECREATION CENTER in the search bar and our address for the recreation center, 3107 2<sup>nd</sup> Avenue Northwest, will appear. Select our center and then review the preview box to confirm it reads as it shows below. Click Next.

### Venue ①

Use a venue code

Where will the event take place?



Please verify the following address before confirming the venue

Long View Recreation Center, 3107 2nd Avenue Northwest, Hickory, NC, 28601, US

Preview my certificate language

Long View Recreation Center  
3107 2nd Avenue Northwest  
Hickory, NC 28601



Can I add an additional insured?

## 6) Your BASIC COVERAGE will appear for \$1,000,000 with Damage Limit \$250,000 – Select Next

**Venue** EDIT

Long View Recreation Center  
3107 2nd Avenue Northwest, Hickory, NC, 28601, US

**Basic Coverage**

**General Liability Coverage**

Limit for each incident (Occurrence) \$1,000,000

Includes Host Liquor at no additional charge  
Provides coverage when your venue serves alcoholic beverages or allows alcoholic beverages to be consumed on the premises. Follow the rules of your venue regarding alcohol consumption.

Damage to Rented Premises Limit \$250,000  
Basic protection for damage that you or your guests may cause to the event space.

[Coverage Details](#) Next

**Birthday party**  
Event Insurance Policy

This policy has additional certificate holders.

[Preview my certificate language](#)

<b>Basic Coverage</b>	\$75.00
Includes:	
Host Liquor	
Damage to Rented Premises up to \$250,000	
<b>Additional Coverages</b>	
Terrorism Coverage (included)	\$0.00
Subtotal	\$75.00
<b>Total</b>	<b>\$75.00</b>

## 7) Enter your event information in the “About Your Event” section. \*\*Include your **last name** in the event name. Select next at the bottom of the page until you’re directed to the next page.

**About Your Event**

Please add a name for your event  
 28/50 char

How often does this event occur?

In your selection, include the days required for setup and take down for the event. If your event will extend past midnight, include the following day.

Starts October 25, 2025 Ends October 25, 2025

How many people are you expecting?  
Include all who will attend including hosts, guests, volunteers, and any performers, vendors or exhibitors.

Average Daily Attendance?

## 8) You are ready to CHECKOUT. The amount of your insurance will show. Choose checkout and answer the final information.

1 Event Type → 2 Eligibility → 3 Event Information → 4 Insured Information → 5 Policy Documents

**Venue** EDIT

Long View Recreation Center  
3107 2nd Avenue Northwest, Hickory, NC, 28601, US

**Basic Coverage**

Limit for each incident (Occurrence) \$1,000,000  
Includes host liquor

Damage to Rented Premises \$250,000

**About Your Event** EDIT

\$75 Birthday Party - (Last Name)  
1 day long - October 25, 2025  
30 people will attend.

**Additional Coverages** EDIT

\$0 Terrorism Coverage – included  
No Additional Coverages selected

**Birthday party**  
Event Insurance Policy

This policy has additional certificate holders.

[Preview my certificate language](#)

<b>Basic Coverage</b>	\$75.00
General liability up to \$1 million	
Includes:	
Host Liquor	
Damage to Rented Premises up to \$250,000	
<b>Additional Coverages</b>	
Terrorism Coverage (included)	\$0.00
Subtotal	\$75.00
<b>Total</b>	<b>\$75.00</b>

Save quote Checkout

9)Complete the insured information. Enter your name and address. Click Confirm Insured.

1 Event Type → 2 Eligibility → 3 Event Information → 4 Insured Information → 5 Policy Documents

**Insured**

Who is the renter of the venue/premises? OR Who is the permit holder?

an individual  a company/organization

First Name  Last Name

Street Address  
Mailing address, including apartment, suite, unit, building, floor, etc..

City  State  Zipcode

**Confirm Insured**

  
**Birthday party**  
Event Insurance Policy

This policy has additional certificate holders.  
[Preview my certificate language](#)

**Basic Coverage** \$75.00  
General liability up to \$1 million  
Includes:  
Host Liquor  
Damage to Rented Premises up to \$250,000  
Effective October 25, 2025, 12:01 a.m.  
Expires October 26, 2025, 12:01 a.m.  
30 people will attend.

**Additional Coverages**  
Terrorism Coverage (Included) \$0.00  
Subtotal \$75.00  
Total \$75.00



10)Enter insurance Contact Information and select “Confirm Insurance Contact”

**Insurance Contact**

Enter a contact for the insurance policy  
We will use this information to email a copy of your proof of insurance, or to contact you about the policy.

Is the contact address the same as the insured?

Yes  No

First Name  Last Name   
John Doe

Phone  This will only be used for customer service.  
(828) 322-3921

Email  This is where the policy information will be sent.  
john.doe@gmail.com

**Confirm Insurance Contact**

11)Enter the payment information and then click CONFIRM PAYMENT INFORMATION.

This payment goes directly to the insurance company, not to Town of Long View.

**Payment Information**

We accept Visa, Mastercard, American Express or Discover.

**Card Number**  
Invalid credit card number  
 9999999999999999

Name on Card  Expiration Date  CVV   
John Doe 12/28 999

Billing address same as contact  Yes  No

**Confirm Payment Information**



12)Print out your insurance certificate and bring it to Town Hall the day you come to pickup your key for the Recreation Center. **No keys will be given without an insurance certificate.**