

# Tenant User Liability Insurance Program

The City of Kingsport has enrolled in a program that allows you, the "user" of a municipal facility, school, or other local government property, to secure cost effective liability insurance, which provides protection for you as well as the governmental entity. The Tenant User Liability Insurance Program (TULIP) is a General Liability Policy written in the name of the tenants and/or users of the local government facility or venue. Third-Party Property Damage Coverage is also provided.

The City of Kingsport is a registered user of TULIP through the National League of Cities (NLC) and HUB International New England via Intact Insurance. Its assigned unique Venue ID Code is 0501-CCW. The ID Code applies to all facilities City of Kingsport owns and rents to third parties.

## **How it Works:**

1. Go to <https://tulip.intactspecialty.com/e/tulip/apply.aspx>
2. Enter the Venue ID Code 0501-CCW.
3. Select the Event Details or "eligible activity" from the drop down window, e.g. wedding, festival, etc. You must enter the Venue ID Code prior to being able to view eligible activities. Please also review the list of events that are *ineligible* for coverage.
4. Answer the underwriting questions and supply information about your event.
5. You will be able to obtain a quote prior to being asked for any payment information.

Once you submit your payment information, coverage is automatically bound.

When you purchase coverage, a Certificate of Insurance is issued and sent via email, in your Name or Organization's Name, to you and your local government.

If you have questions about the eligibility or classification of your event, please contact Susan Kludjian or Christine Mitchell at HUB International N.E. (800) 370-2106.