



Ashland Parks & Recreation Liability Insurance Requirements

Renters are required to submit a Certificate of Liability Insurance. This insurance must carry a minimum of **\$1M per occurrence / \$2M aggregate (+\$2M liquor liability when applicable)** for events, with an endorsement naming the City of Ashland as additionally insured.

For events involving alcohol, please review the Rules for Alcohol Use in Ashland Parks. If you wish to request a permit for selling or consuming alcohol at your event, complete the APRC Alcohol Use Supplementary Application and submit it to parksinfo@ashlandoregon.gov.

Examples of situations requiring insurance include, but are not limited to: rentals of the Lithia Park Bandshell, special events open to the public, facility or building rentals, and athletic field or court reservations.

It is the renter's responsibility to research and arrange their own insurance coverage. If assistance is needed, visit theeventhelper.com for options.

Evidence of Liability Insurance Coverage must be provided at least **10 days before** your first reserved date. APCR reserves the right to cancel or revoke permits for events that do not provide this documentation on time.

Please contact us at 541.488.5340 if you have any questions. You can also come see us in person at 1195 E. Main St. Ashland, OR 97520, or email us at parksinfo@ashlandoregon.gov