



## Certificate of Insurance

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Sylvania Area Family Services has learned from experience that the paperwork most often neglected by Main Event Hall or Multi-Purpose Room renters is the Certificate of Insurance. No function can be held in the Main Even Hall without a Certificate of Insurance when providing alcohol as part of the rental. Make this a priority.

The Certificate of Insurance means that you do maintain liability insurance coverage that will provide underlying coverage for your Main Even Hall function. You are responsible for contacting your insurance agent to issue a

Certificate of Insurance with the following information:

Additional Insured:

Sylvania Area Family Services, Inc.

Address: 5440 Marshall Rd, Sylvania, OH 43560

Minimum Limit: \$300,000

Email: ffmanager.safs@gmail.com

NOTE: Sylvania Area Family Services & the date of your event MUST be on the Certificate of Insurance or it will not be accepted.

Please enclose your Certificate of Insurance with your payment. The Olander Park System reserves the right to cancel your Main Event Hall rental if it has not received your Certificate of Insurance 30 days before your event.

A Certificate of Insurance is easy to obtain; almost all homeowner insurance policies include a Certificate of Insurance. In the unlikely event that you do not have a policy with a Certificate of Insurance, or you require clarification on a Certificate of Insurance, feel free to contact:

Mr. Tom Ramsdell  
Executive Vice President  
Stapleton Insurance & Risk Management  
419.882.0016

Tom represents Sylvania Area Family Service, Inc and is happy to explain a Certificate of Insurance.

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