Recreation and Leisure Questionnaire

A complete submission must have the following documents:

- ACORD applications: on new business and every 3 years
- Recreation and Leisure Questionnaire: every 3 years/changes
- Complete Drivers list: annually, pre-quote
- Hospitality Services E&O Questionnaire (if applicable)
- Umbrella, D&O, and EPL Supplemental Applications (if applicable)
- Loss Runs: 4 years, currently valued

**Type of Operation**

<table>
<thead>
<tr>
<th>Private</th>
<th>Semi-Private</th>
<th>Public</th>
<th>Municipal</th>
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<tbody>
<tr>
<td>Country Club</td>
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<tr>
<td>Golf Club</td>
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<tr>
<td>Tennis Club</td>
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<td>Swimming Club</td>
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<tr>
<td>Racquetball Club</td>
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<tr>
<td>Tennis and Swimming Club</td>
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<tr>
<td>Driving Range</td>
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<tr>
<td>Golf Course</td>
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Please indicate which additional coverages you would like quoted:

- Recreation and Leisure General Liability Extension
- Recreation and Leisure Property Extension
  - Deductible: Policy Deductible
  - Optional Increased Limits: Coverage

- Golf Course Extension
  - Deductible: Policy Deductible
  - Optional Increased Limits: Coverage

- Include Windstorm and Hail Coverage for Golf Course (Note: Not available in all areas)

  **Direct Damage**
  - Per Tree: $
  - Each Occurrence: $
  - Deductible: $
  - Deductible: 24 hrs 48 hrs 72 hrs

- Hole-In-One Expense Reimbursement Extension
  - Limit per Tournament: $25,000 $25,000 $25,000 $25,000
  - Tournament Aggregates each 12-month Period: $25,000 $50,000 $75,000 $100,000

- Event Cancellation and Postponement Expense Reimbursement Extension
  - Limit per Covered Special Event: $10,000 $25,000 $50,000
  - All Covered Special Events Each 12 Month Period $30,000 $75,000 $150,000

- Crisis Management Coverage Extension:
  - $10,000 $25,000 $50,000 $100,000

- Wine Valuation Endorsement; Loc/Limit Requested

- Restaurant Tips Included as Business Income Endorsement

- Hospitality Industry Additional Coverage Extension

- Hospitality Abuse and Molestation Endorsement

- Valet Parking Endorsement
- Hospitality Services Errors & Omissions
- Inland Marine Coverage for Golf Carts & Equipment (Attach Schedule)
General operations

- Swimming Pool(s)
- Outdoor snack bar
- Equestrian Facility
- Tennis/Platform Tennis Courts
- Childcare
- Skeet or Trap Shooting
- Racquetball
- Youth Programs
- Snowmobiles
- Restaurant(s)
- Summer Camp
- Biking
- Fitness Facility
- Ice Skating
- Canoeing or Kayaking
- Spa
- Hiking
- Valet Parking
- Beauty Salon
- Cross Country Skiing
- Sponsored Trips
- Pro Shop
- Snowshoeing
- Other

Indicate which amenities and activities are operated by independent contractors:

- Yes
- No

- Are Hold Harmless Agreements and Certificates of Insurance obtained for all independent contractors?
- Is facility open and fully operating year-round? If no, explain:

- What percentage of revenues is derived from lodging operations?
  - Hotel/Motel %
  - Campground %
  - Employee Housing %
  - RV Facilities %

- Does applicant serve as a venue for special events such as weddings, private parties, corporate events? If yes, provide details:
  - How many events per year?
  - Largest number of attendees

- Does applicant have golf or other sports events/tournaments? If yes, provide details:

- List any professional or major amateur events, with public spectators, planned during the next three years:

- Are any of the buildings air supported structures such as tennis bubbles? If yes:
  - Yes
  - No
    - Do they have bleachers?
    - Is rigging done by independent contractor? If yes:
      - Yes
      - No
      - Are Hold Harmless Agreements and Certificates of Insurance obtained?

- Do any employees use their own vehicles on company business on average of one or more times a week? If yes, explain:

For Locations in Protection Class 8 or 9 (PC 10 is ineligible)

Describe private water supply and fire department connections:

Food and Beverage Operations

Food and Beverage Service outlets and estimated annual receipts

- Fine Dining $
- Snack Bar $
- Food and/or Beverage Carts $
- Casual Dining $
- Bar/Lounge $

Total food sales: $
Total Liquor sales: $

- Yes
- No

- Is there an automatic extinguishing system that covers all cooking surfaces?
- Is it UL 300 approved?
- Under annual maintenance contract by an outside firm?
  - Frequency of service - Number of months:
  - Date last serviced by outside firm:

- Does an outside firm clean hoods and ducts?
  - If yes, cleaning schedule
    - Monthly
    - Quarterly
    - Semi-Annual
  - If yes, date last serviced:

What is cleaning frequency by staff of hoods and duct filters?

- Daily
- Weekly
- As needed
- No procedures in place
**Liquor Liability**

Yes  No

☐ ☐ Does applicant have liquor license? If yes, type and number:

☐ ☐ Has liquor liability coverage ever been cancelled or non-renewed? If yes, explain:

☐ ☐ Have there been any liquor board violations? If yes, list all violations:

☐ ☐ Any special alcohol consumption promotions such as ladies night, 2 for 1, happy hour etc.? If yes, describe:

☐ ☐ Is there a written policy on serving alcohol?

☐ ☐ Are employees given liquor training? If yes, explain type and frequency of training:

Hours of operation of alcohol service:

☐ ☐ Does the bar close after the restaurant closes?

**Swimming Pools**

Yes  No

☐ ☐ Does applicant have a pool(s)? If yes, does the pool have:

☐ Whirlpool spa(s)?

☐ A diving board over 1 meter high?

☐ Waterslide? If yes, how high is the slide?

☐ A lazy river?

☐ Are floatation devices allowed?

☐ A fence with self-locking gates?

☐ Lifeguard on duty?

☐ Swimming lessons offered?

☐ General public access and/or separate revenue from pool operations? If yes, explain:

Describe other water features/activities:

**Golf Course Operations**

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<th>Number of holes at golf course</th>
<th>Number of rounds played annually</th>
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Yes  No

☐ ☐ Is there a lightning detection system?

**Golf Carts**

Are golf carts gas or electric powered?  ☐ Gas  ☐ Electric  ☐ Both Gas & Electric  ☐ No golf carts

Number of golf carts:  Owned  Leased (Long Term)

<table>
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<tr>
<th>Number of Golf Carts of others in applicant's care, custody and control</th>
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Golf Cart Storage:

☐ In/Under sprinklered clubhouse  ☐ In separate building – distance to clubhouse  ft.

Describe ventilation system in cart storage building:

Describe fire and theft protection in cart storage building:

Yes  No

☐ ☐ Is “No Smoking” program in place within golf cart storage area?

☐ ☐ For electric golf carts, is charging equipment properly grounded?

Describe gasoline storage in cart storage area:
Childcare and Youth Programs

Yes No

☐ ☐ Does applicant offer childcare services? If yes, hours of operation:

☐ ☐ Seasonal
☐ ☐ Year round
☐ ☐ Any infants under 1 year old?
☐ ☐ Is childcare service operated by a vendor? If yes:
    Yes No
    ☐ ☐ Are Hold Harmless Agreements and Certificates of Insurance obtained?
☐ ☐ Is childcare for children of members, guests, and customers only?
☐ ☐ Does ratio meet state licensing requirements? Employee/child ratio:

☐ ☐ Are criminal and child abuse background checks completed for all childcare employees?
☐ ☐ Any prior claims or incidents relating to childcare abuse or molestation? If yes, explain:

☐ ☐ Is there any overnight childcare?

Describe any seasonal or year round youth programs or camps:

Describe any transportation of children or youth:

Fertilizer, Chemical and Petroleum Storage and Handling

Describe Storage Tanks: Number of tanks Gallon Capacity Location

Below Ground

| | | |

Above Ground

| | | |

Dry chemical/fertilizer storage: ☐ in bags ☐ in bins

| Location |

| Type | Quantity |

Distance of storage areas to groundwater supplies, lakes, ponds or rivers:

Yes No

☐ ☐ Is pesticide/herbicide/fertilizer application done under the supervision of a certified applicator?
☐ ☐ Is certified applicator an employee of the insured?
☐ ☐ Is certified applicator a subcontractor?
☐ ☐ Do all chemicals/pesticides/herbicides/fertilizers used meet EPA and/or state regulatory guidelines?
☐ ☐ Are all chemicals/pesticides/herbicides/fertilizers stored in accordance with regulatory standards and proper posting?

Describe procedures to prevent spills/over spray/wind-drift:

☐ ☐ Any prior pollution related incidents, claims, government or regulatory actions? If yes, describe:

Marinas

Yes No

☐ ☐ Does applicant operate a marina or have piers and docks? If yes:
    Yes No
    ☐ ☐ Is there a dock inspection program?
    ☐ ☐ Is applicant engaged in the sale of boats?
    ☐ ☐ Is applicant engaged in boat repair?
    ☐ ☐ Does applicant rent watercraft?
    ☐ ☐ Does applicant provide fuel dispensing services? If yes:
        ☐ Self Serve ☐ Full Service
Workers’ Compensation

Yes No

☐ ☐ Are grounds keeping and building routine maintenance subcontracted? If yes:
   Yes No
   ☐ ☐ Are Hold Harmless Agreements and Certificates of Workers’ Compensation Insurance obtained?

Does applicant’s employees perform the following hazardous activities:

☐ ☐ Maintenance activities above two stories?
☐ ☐ Major excavation?
☐ ☐ Construction or remodeling work?
☐ ☐ Marina operations?

Describe any offsite activities:

Describe any other unusual hazards:

Yes No

☐ ☐ Does applicant employ armed guards?
☐ ☐ Does applicant have written records of compliance with OSHA standards, including handling of hazardous materials?
☐ ☐ Are employees provided information on work comp pre and post injury procedures, including available medical facilities?

Number of new full time employees during the past 12 months: Average number of full time employees during the past 12 months:

Number of new part time employees during the past 12 months: Average number of part time employees during the past 12 months:

Number of seasonal employees during peak season: Percentage of seasonal employees that return from prior peak season:

What is the average Workers’ Compensation claims reporting period for the account? Days (from injury to day carrier receives first notice of claim)

Yes No

☐ ☐ Does the applicant provide caddies to members and guests? If yes, how are caddies compensated?:
   ☐ Caddies are employed by course/club and on direct W-2 payroll
   ☐ Caddies are paid by club member through club’s accounting system (i.e. member signs chit, club pays)
   ☐ Caddies are paid directly by member/guest without club or course involvement