

LARGE EVENT CHECKLIST

- Does the venue I am holding my event at have insurance requirements for my party (if so, what are they?)
- Does the venue I am holding my event at allow animals?
- What are the Insurance Requirements for having a Petting Zoo and/or Pony Rides ?
- Send the hosting venue's Insurance Requirements to Snow's Pony Rides
Understand that if the requirements exceed our current policy, or if there are special endorsements needed, you are 100% responsible for covering any fees incurred by Snow's Pony Rides.
- Find out THE EXACT VERBIAGE / WORDING that your venue needs to be added as an added insurer (usually they have a sample document they can provide you (see photo below).
- Check the date!
In order for Snow's Pony Rides' (SPR) Insurance Agent to request the necessary documents for your event, SPR needs a minimum of 7-10 BUSINESS DAYS (that is approx. 2 weeks) NOTICE of all the above information ^^^^ otherwise there is a \$150 RUSH FEE and the soonest we can possibly get it is within 24-48 hours.

DISCLAIMER: You alone are responsible for getting this necessary information. In the event that you book with us, and there was necessary Insurance needed for us to operate by the venue and you signed our Terms of Agreement but the city/county/venue/"or other" asks us to leave upon our arrival... You will STILL be responsible for your booking fee in FULL, whether we perform the service or NOT, as these are services and time that you committed yourself to with our company.

