

Global Insurance Limits Application

Date: [Insert Date]

To:

[Insurance Company Name]

[Insurance Company Address]

[City, State, Zip Code]

Dear [Insurance Agent's Name],

We, [Your Company Name], are writing to formally apply for global insurance limits pertaining to our upcoming events. As event planners, we recognize the importance of comprehensive coverage to mitigate potential risks associated with large gatherings.

The details of our upcoming events are as follows:

- Event Name: [Insert Event Name]
- Date: [Insert Date]
- Location: [Insert Venue/Location]
- Estimated Attendance: [Insert Number]
- Type of Event: [Insert Type of Event]

In addition to standard liability coverage, we request the following additional coverage options:

- Property Damage
- Cancellation Coverage
- Weather-related incidents
- Accidental injury to participants and staff

We appreciate your consideration of our application. Please let us know if additional information or documentation is required to proceed with this request.

Thank you for your attention to this matter. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Phone Number]

[Your Email Address]