

[Here is](#) a revised License Agreement to assist you in formalizing your agreements with third parties (individuals and non-parish groups) using parish premises, either for meetings or special events, especially those for which alcoholic beverages are served. It applies to whether the proposed use is a single "special event" or for periodic use of parish facilities (for example, use of a meeting room at a particular time on a designated day each week). All blanks must be filled in before the Agreement is signed. Any paragraph that is inapplicable should be crossed out and initialled by both the Licensee and the Pastor. In certain circumstances, it may be that not all of the Rules and Regulations will apply. If the Pastor agrees, any that are not applicable should be crossed out and initialled.

It is also essential that proof of insurance required under the heading "insurance" is obtained from the Licensee before the Licensee is permitted any access to or use of the parish facilities. To this end, the Assembly of Catholic Bishops of Ontario (ACBO) has advised that groups using parish facilities can now purchase insurance coverage online through Pearson Dunn Insurance. The online application is quick and easy. In most cases you will immediately receive confirmation of insurance coverage upon purchase.

The online application is on the Pearson Dunn Insurance website. The direct links to applications in English and French are:

https://pearsondunn.com/acbo_insurance_applications/new?locale=en

https://pearsondunn.com/acbo_insurance_applications/new?locale=fr

[See here](#) a slide presentation which provides training on the new online application. If you have any questions regarding the new online application please contact Pearson Dunn Insurance at 1-800-461-5087 and ask for the Sports & Recreation Department.