

For lake members and non-lake members who are renting

MEMO TO INSURANCE COMPANY:

Your client is renting The Lake Forest Clubhouse at 100 Lake Forest, Bonner Springs, Kansas 66012. One of the requirements of rental is carrying the necessary liability insurance. Their homeowner's policy needs to be extended to cover the clubhouse or they will need to obtain a special event policy.

Following is the clause from their rental agreement outlining what is required:

LIABILITY INSURANCE. Group activities not sponsored by Lake of the Forest, Inc., require proof of a minimum of **\$1,000,000.00 liability insurance** for Members and non-members. We require the following information:

a) **Certificate of Insurance** is required, listing Lake of the Forest, Inc., 100 Lake Forest, P.O. Box 1424, Bonner Springs, KS, 66012, as the **certificate holder**.

b) Lake of the Forest, Inc., 100 Lake Forest, P.O. Box 1424, Bonner Springs, KS, 66012, is to be listed as the **additional insured** on the policy and it must be shown on the Certificate of Insurance.

c) The certificate must show coverage is for the event to be held **at Lake of the Forest Clubhouse, 100 Lake Forest, Bonner Springs, Kansas 66012 and must show the date of the rental event.**

Thank you for providing what is required for their rental.

Lake of the Forest, Inc.
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Bonner Springs, KS 66012
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