

## Facility User Liability Insurance Information

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**Common Questions?** [See our Facility User Liability Insurance FAQs](#)

### Facility User Liability Insurance

Looking to rent one of the Township of King's many facilities?

- Town staff are available to help you find the appropriate venue for your activity. Please email [facilitybooking@king.ca](mailto:facilitybooking@king.ca).
- Anyone renting a Town facility or space **must** confirm that they have **Liability Insurance** to cover their activities.
- If you do not already have your own adequate coverage, you can **purchase specific protection** through the Facility User Liability Insurance Program's [Online Portal](#).

### Insurance Requirements

Insurance coverage is **mandatory** to rent any municipal spaces, sports fields, or parkland.

All facility users must EITHER:

- **Option A** - Purchase liability insurance during the booking process; **or**
- **Option B** - Provide proof that they already have obtained liability insurance that meets the Township of King's liability insurance requirements for facility users.

Insurance limit requirements vary depending on the activity:

- High risk sports such as ice hockey will require coverage of \$5 million.
- Lower risk activities such as baseball, badminton or social events will require coverage of \$2 million.

### Option A - How to Purchase Insurance:

Purchase insurance coverage through the [Online Portal](#) by creating an account. The facility user and the Township of King will be provided a certificate of insurance immediately upon payment.

Please note:

- The Name of the Insured (policy holder) must be identical to the name of the person (Renter) who signed the Township of King Rental Agreement.
- Rental Contract Number: This will be listed on your facility rental agreement.

#### Facility Rental Agreement - Ice Rentals Detailed



<b>Rental bookings are not confirmed until we receive a copy of this Facility Rental Agreement signed by the Permit Holder and accompanied by the initial rental fee payment and damage deposit, if any.</b>			
<b>Contract</b>			
<b>Contract ID:</b>	<b>FA-3111</b>	<b>Status:</b>	<b>Completed</b>
<b>Function:</b>	██████████	<b>Capacity:</b>	<b>0</b>
<b>Insurance Due Date:</b>	██████████	<b>Prepared By:</b>	██████████
<b>Date:</b>	██████████		

- IRC will forward approved insurance certificates to [facilitybooking@king.ca](mailto:facilitybooking@king.ca).

### Option B – How to Provide Proof of Own Insurance:

Permit holders must upload their insurance through the [Facility Rentals – Insurance Submission Form](#). The following coverages must be included:

- Comprehensive general liability insurance in an amount not less than two million dollars, up to \$5,000,000 dependent on the rental type.
- Township of King listed as additional insured on the policy.