

Covers botanical gardens, arboreta, public gardens, conservatories and glasshouses, and preserves with landscaped grounds open to visitors — including plant sales, events, and education programs. Complete with ACORD 125/126/140. Attach a site map, the tree risk management plan, building and greenhouse schedule, and events calendar.

1 APPLICANT / ORGANIZATION INFORMATION

LEGAL ORGANIZATION NAME	DBA	FEIN	YEARS OPERATING
GARDEN ADDRESS	CITY / STATE / ZIP	WEBSITE	

Entity type:
☐ 501(c)(3) nonprofit ☐ University-affiliated ☐ Municipal / government ☐ Friends group managing public land ☐ Other

DIRECTOR / CONTACT	PHONE	EMAIL

LAND OWNER (IF NOT THE APPLICANT)	ACCREDITATION (ARBNET, APGA, AAM)

2 OPERATIONS

DESCRIPTION OF THE GARDEN (COLLECTIONS, BUILDINGS, PROGRAMS, EVENTS, AND VISITOR AMENITIES)

Features and activities (check all):

- | | | | | |
|--|---|---|---|--|
| ☐ Conservatory / glasshouse | ☐ Mature tree collections | ☐ Ponds, lakes, or streams | ☐ Children's garden or play area | ☐ Trails and boardwalks |
| ☐ Holiday light show | ☐ Weddings and private rentals | ☐ Plant sales | ☐ Café or food service | ☐ Tram or golf-cart tours |
| ☐ School field trips | ☐ Art installations | | | |

Size:

Acres	Annual visitors	Large trees on grounds	Greenhouse sq. ft.	Events per year	Volunteers
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3 EXPOSURE & RISK QUESTIONS — TREES, GROUNDS & WATER

A falling branch killed a visitor at Kew Gardens in 2012. In a U.S. case, a zoo pavilion visitor's \$500,000 award for a falling indoor tree was reversed because staff could show the tree's cables were checked monthly and the tree inspected daily.

3-1	Is there a written tree risk management program with inspections by an ISA-certified arborist?	☐ Yes ☐ No
	IF YES, EXPLAIN	
3-2	Are tree inspections, pruning, and cabling documented for each high-risk tree near paths and gathering areas?	☐ Yes ☐ No
	IF YES, EXPLAIN	
3-3	Are areas closed after storms, high winds, or heavy rain until trees are checked?	☐ Yes ☐ No
	IF YES, EXPLAIN	
3-4	Are paths, steps, and boardwalks inspected for trip hazards, and are uneven areas marked?	☐ Yes ☐ No
	IF YES, EXPLAIN	
3-5	Are ponds and water features fenced or signed, especially near children's areas?	☐ Yes ☐ No
	IF YES, EXPLAIN	
3-6	Are any plants on display toxic or have thorns, and are they kept away from children's areas?	☐ Yes ☐ No
	IF YES, EXPLAIN	
3-7	Are pesticides applied by licensed staff, with visitors kept away during and after application?	☐ Yes ☐ No
	IF YES, EXPLAIN	

3-8 Has a visitor been injured by a falling limb, fall, bee sting, or water hazard in the last 5 years? ☐ Yes ☐ No
IF YES, EXPLAIN

4 EXPOSURE & RISK QUESTIONS — CONSERVATORY, COLLECTIONS & EVENTS

4-1 Are greenhouse heating, cooling, and irrigation systems alarmed and backed up by a generator? ☐ Yes ☐ No
IF YES, EXPLAIN

4-2 Is conservatory glass inspected and protected against hail and wind damage? ☐ Yes ☐ No
IF YES, EXPLAIN

4-3 Does the garden hold rare, endangered, or high-value plant collections, and are they valued? ☐ Yes ☐ No
IF YES, EXPLAIN

4-4 Do events (light shows, concerts, festivals) bring more than 1,000 visitors at once or run after dark? ☐ Yes ☐ No
IF YES, EXPLAIN

4-5 Is alcohol served at events, weddings, or rentals, and by whom? ☐ Yes ☐ No
IF YES, EXPLAIN

4-6 Are trams, golf carts, or utility vehicles driven on paths with visitors present? ☐ Yes ☐ No
IF YES, EXPLAIN

4-7 Are staff and volunteers working with children background-checked? ☐ Yes ☐ No
IF YES, EXPLAIN

5 PAYROLL, SALES & REVENUE

TOTAL ANNUAL PAYROLL (\$, ILLUSTRATIVE)	NUMBER OF EMPLOYEES	HORTICULTURE & GROUNDS STAFF
ADMISSIONS & MEMBERSHIPS (\$, ILLUSTRATIVE)	EVENTS, RENTALS & PLANT SALES (\$, ILLUSTRATIVE)	GRANTS & DONATIONS (\$, ILLUSTRATIVE)

6 PRIOR INSURANCE & LOSS HISTORY

Attach currently-valued loss runs for the last 5 years.

CURRENT PROPERTY / GL CARRIER	GREENHOUSE / PLANT COLLECTION LIMIT	EXPIRATION DATE

6-1 Has any carrier declined, cancelled, or non-renewed coverage for this organization in the last 5 years? ☐ Yes ☐ No
IF YES, EXPLAIN

6-2 Has there been storm, hail, freeze, or system-failure damage to buildings or plants in the last 5 years? ☐ Yes ☐ No
IF YES, EXPLAIN

DATE OF LOSS	DESCRIPTION	TOTAL INCURRED (\$, ILLUSTRATIVE)	OPEN / CLOSED

6-3 Is the applicant aware of any incident, complaint, or circumstance not yet resulting in a claim that could reasonably give rise to one? ☐ Yes ☐ No
IF YES, EXPLAIN

7RISK MANAGEMENT & SAFETY

7-1

Is there a written severe-weather plan for closing grounds and protecting collections?

☐ Yes ☐ No

IF YES, EXPLAIN

7-2

Are chainsaw, lift, and pesticide safety training documented for grounds staff and volunteers?

☐ Yes ☐ No

IF YES, EXPLAIN

7-3

Are first aid, AED, and epinephrine (for stings) available on the grounds?

☐ Yes ☐ No

IF YES, EXPLAIN

8SIGNATURE & FRAUD WARNING

The undersigned declares that the statements and answers given in this supplemental are true, complete and correct to the best of their knowledge, and that no material fact has been withheld or misstated. The applicant agrees that this supplemental, together with all ACORD applications and attachments, forms the basis of any submission to insurers and may be relied upon by them. Signing this supplemental does not bind coverage. This supplemental is an intake document prepared by Cory Washington & Co. LLC to support carrier submission; it does not itself provide coverage.

FRAUD NOTICE: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information, or conceals for the purpose of misleading information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties. (State-specific fraud warnings apply; see state amendatory notice.)

APPLICANT / AUTHORIZED SIGNATURE (TYPE FULL NAME)	TITLE	DATE
PRODUCER — CORY WASHINGTON & CO. LLC	PRODUCER SIGNATURE (TYPE FULL NAME)	DATE