



**PARISH MARKET DAYS INSURANCE FOR 2016/2017**

**To:** Parish Secretaries  
(Copy to Incumbent for Information)

**From:** Linda Wilson, Parish and Administrative Services Manager

**Date:** 15 June 2016

**Subject:** **Specialised Insurance Cover for Parishes that Conduct Market Days**

**Memo:** **018/2016**

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Specialised insurance cover is available under the Anglican National Insurance Program for those situations when Parishes conduct market days where non parish stallholders attend and operate. This policy will provide public liability cover to non-parish stallholders who do not have their own policy when operating at a Parish market.

*This type of cover does not apply to Parish Op-Shops as that is already covered under existing insurance.*

If your parish does not conduct Market Days then you need proceed no further.

If your parish does conduct Market Days and non-parish stallholders attend, for their own benefit please complete one of the attached forms.

1. If you have had Markets Liability Insurance in the past please complete the Freeman McMurrick **Markets Liability Insurance Renewal Declaration**; (The markets currently registered currently are: Bateau Bay, Beresfield, Thornton, Dungog, Scone, Stockton and Rutherford.)
2. If you have NOT had Markets Liability Insurance in the past please complete the **Freeman McMurrick Market Liability Proposal Form**.

Following receipt of the completed form and arrangement of insurance, you will receive an invoice for the insurance cover from the Diocesan Accounts Department. When insurance cover has been arranged it is not possible to withdraw the cover and receive a refund.

**Therefore if your parish conducts Market Days at which non-parish stallholders will attend, then please complete one of the attached forms and return it to the Diocesan Office to be received by Friday 8 July 2016.**

Thank you,

*For the quickest processing please send your form via email by Friday 8 July to:  
[parishreturns@newcastleanglican.org.au](mailto:parishreturns@newcastleanglican.org.au)*

Linda Wilson

Parish and Administrative Services Manager

enc: 1. Freeman McMurrick Market Liability Insurance Renewal Declaration for 2015/2016 Period (where applicable)  
2. Freeman McMurrick Market Liability Proposal Form

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