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September 30, 2020

To: Diocese of Stockton

From: Kristen Hilmoe
Client Service Manager

RE: Special Events (TULIP)

Effective Oct. 1, 2020, the Special Events program (TULIP) will be moving to a new carrier and an online processing system. Rather than completing a paper application and submitting it with a check, the Special Event policy will be purchased online and paid for with a credit card by the tenant. The payment can be made with a prepaid credit card if the tenant user does not have a credit card. Once the Special Event policy is purchased, a certificate will be issued as evidence of coverage.

The new carrier will be Atlantic Specialty Insurance Company. The Special Events applications will be accessed through an online link. Instructions on how to navigate the online system will be sent out in the near future.

We understand that there will be questions about this change. At this time, we ask that you hold the questions until we have sent the link to the website and instructions. At that time, when we all have the information we need to proceed, we will be able to address questions.

If any Special Events requests are received before the instructions are sent out, please hold them. Once the new policy is set up, they can be processed.

