

INSURANCE

- a)** All parish property is to be insured with Catholic Mutual Relief Society of America. Normally the insurance should be for replacement value, unless special circumstances determine otherwise. If the parish acquires or erects new buildings or makes significant improvements or acquisitions, care must be taken to make sure these are included in coverage. Premium statements are sent annually to the parishes.

- b)** Keeping insurance premiums to a minimum is an important value in good stewardship of parish funds. Regular inspections should take place to reduce hazards and to prevent claims. When a claim is required or anticipated, contact Catholic Mutual Relief at 1-800-228-6108.

- c)** Vehicles owned by a parish/institution must carry liability insurance in the amount of \$500,000 or higher. Likewise priests are obliged to carry automotive liability in the same amount on their own car. This is required because in case of an accident the priest or driver may be charged as an agent of the parish and of the Archdiocese, thereby involving the parish and the Archdiocese in any loss.

- d)** In addition to the normal property insurance the Archdiocese carries liability policies for a broad range of issues. All Archdiocesan entities have a \$10 million umbrella liability policy.

- e)** If the parish facilities are used for non-parish functions, even by parishioners, (i.e. weddings, family reunions, non-church organizations, etc.), special insurance coverage must be provided. A certificate or letter can be provided by the user or one time liability insurance may be obtained from Catholic Mutual at a special rate.