

The Catholic Mutual Connection

Safe & Successful Festivals

The warmer weather brings with it one of the surest signs of spring: parish and school festivals. While these events are designed to be fun and celebratory, the amount of planning required to achieve a successful festival is extensive, and it's important that parishes follow guidelines to minimize liability.

Catholic Mutual Group has created a [CARES guide](#) of Best Practices for all festivals. Topics such as supervision, vendors, transportation, volunteers, finances, and much more are covered, including must-do tasks related to each festival element.

Among the most important takeaways in this guide is that all vendors must sign a vendor agreement. The Parish Festival Vendor Agreement requires the festival vendor to provide the parish with an insurance certificate documenting general liability coverage of two million dollars per occurrence and the certificate should name the parish/school and diocese as additional insured.

In addition to the High-Risk Best Practices, we also encourage you to follow our [Parish Festival Guidelines](#), which covers weather, security, and other potential liabilities. Sample forms including indemnity agreements and accident reports are included, as well.

With proper planning and the necessary precautions, your school or parish festival can be a memorable event for all who attend.



Safety Tip



Propane Tank Usage

Whether your parish is grilling for a festival or another event, proper care of propane tanks is critically important. Remember that propane cylinders should NEVER be stored indoors or brought into a building for any reason. A slight variance in temperature can cause the gas cylinder to either expand or contract and release the gas, creating the potential for an explosion and fire. Read our [CARES document](#) on propane tank usage for guidelines on inspection, usage, and storage.

Volunteers

Volunteers who dedicate their time and talents to our parishes are vital to creating a sense of community. Entrusting volunteers empowers them to advocate for our parish, but ensuring volunteers are a good fit is vital to limiting liability to the church and its parishioners.

Catholic Mutual Group has updated our [Volunteer Coordinator Manual](#) to serve as a comprehensive guide to proper screening, training, and supporting of volunteers. This guide includes all the forms you need, including hold harmless/indemnity agreements, parental consent forms for underage volunteers, a volunteer application form, and safety guidelines for volunteer activities that involve ladder usage, scaffolding, and much more.



Although not all the guidelines in the manual apply to one-time volunteers, proper screening is always the first step. Always remember to match task to talent. Please familiarize anyone who is involved with volunteer supervision and coordination with this comprehensive guide.

Connect with CMG Connect!

Please visit [CMG Connect](#) to review our latest videos, *Completely Avoidable Tragedy* on multi-passenger vehicle safety; and *Taking Care, Saving Lives*, which details proper AED training and availability. CMG Connect is regularly updated with timely content, and we encourage you to share it with others who would also benefit from the information.

To view this newsletter on our website, please [click here](#).

For more helpful information, please visit the Catholic Mutual Group [newsletter archives](#).

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