

## Michele Sharif

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**From:** Anastasia <ani.jeromechamber@gmail.com>  
**Sent:** Wednesday, August 27, 2025 6:33 PM  
**To:** Michele Sharif  
**Subject:** Re: MAF photos  
**Attachments:** IMG\_2878.jpg; 1.jpg; 2.jpg; 3.jpg; INSURANCE CERTIFICATE 2025JMAF.pdf

Hi Michele,

Thank you for your patience. I've been out of town, today is my first day back and I've been running around all day. I'm attaching the diagram/photos I have. If you have suggestions or see something missing please let me know. Basically, same set up as previous years with the exception of adding the middle park. The upper stage will be 16ft x 16ft, they stand 15" off the ground and have a skirt around the perimeter to hide/protect the underside. The middle park is 12ft x 8ft by 15" height, also with a skirt. I have measured that space 3 times, it's the most suitable size to give clearance around all edges of the stage for the band and crew to safely and efficiently set up.

We are planning to use the same company as previous years and I believe Ginger may attend the upcoming meeting to address the allegations against us and the company regarding damage. The company is Verve Events & Tents. They requested that they set up on 9/26 and pick up on 9/29 because logistically it's less of a mess with incoming/outgoing traffic than to do it on the day of the event. It didn't occur to me that that would be considered outside of the event time, I suppose I took the term 'event time' literally. I apologize I didn't include that previously. I should also mention to that point that the porta potties(Nice Jon's) plan to be delivered on 9/26 and picked up the morning of 10/1 as that's their designated schedule.

I'm also attaching the insurance policy for the event. TPT info to follow as soon as we have everyone locked in for vendors.

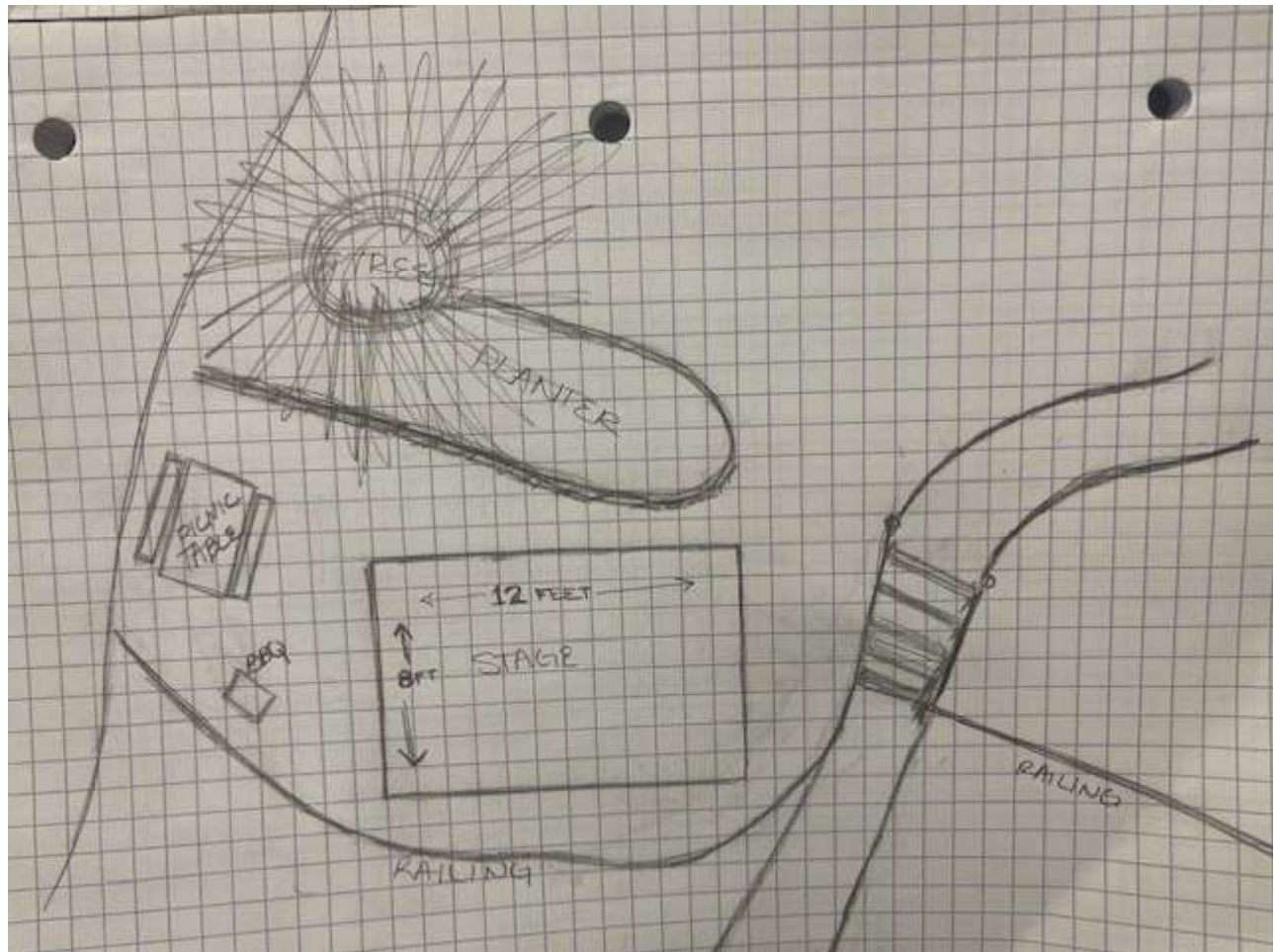
I spoke to Will and his placement plan aligns with one I proposed so I think we are good on that front and it will be a safe space for patrons. I'm having some difficulty with food trucks as the two we wanted to use, 1 we are being discouraged from using, and the other had a health department form that was not accepted by the Town of Jerome. Is there someone I can refer him to to work out those details with so he can get it straightened out? There's some confusion and frustration because it's been accepted in other local towns. I am not knowledgeable in this area and I don't want to advise him incorrectly, is there someone I can refer him to that can explain the differences in what we require?

Thanks  
Anastasia

On Wed, Aug 27, 2025 at 12:13 PM Michele Sharif <[m.sharif@jerome.az.gov](mailto:m.sharif@jerome.az.gov)> wrote:

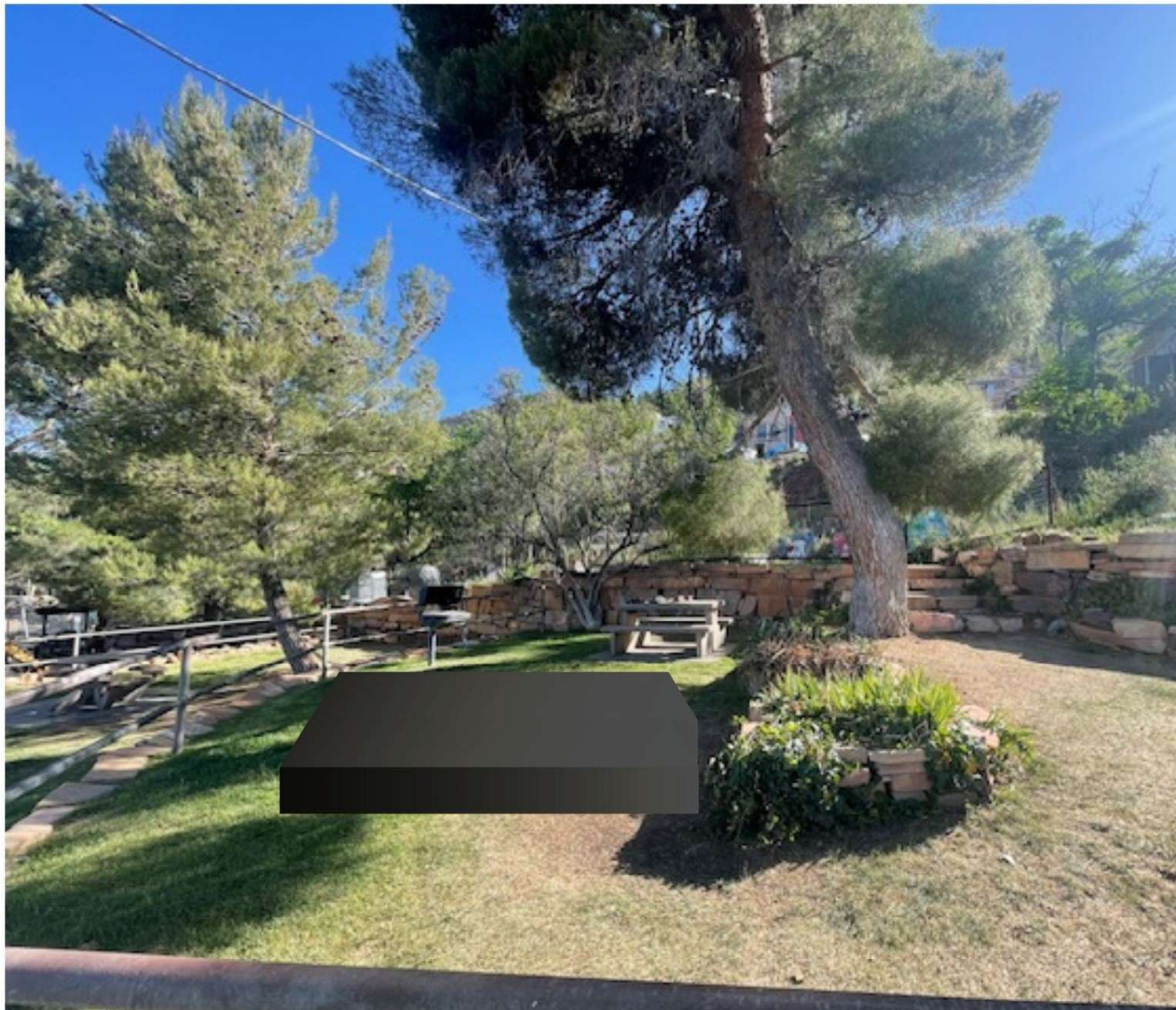
Yes please, any photos or diagrams you have that also include dimensions would be greatly appreciated. We need to get those input into the council agenda packet.

**Michele Sharif**, NREMT





STAGE IS 12FT LONG X 8FT WIDE AND 15"  
TALL, WITH A SKIRTING AROUND THE  
PERIMETER









STAGE IS 16FT X 16FT BY 15" TALL WITH A  
SKIRT AROUND THE PERMIETER





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/27/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Butler-Leavitt Insurance Agency 405 South Main Street  Cottonwood AZ 86326	<b>CONTACT NAME:</b> CLC <b>PHONE (A/C, No, Ext):</b> (928) 634-5521 <b>FAX (A/C, No):</b> (866) 298-7798 <b>E-MAIL ADDRESS:</b> clclgna@leavitt.com
<b>INSURED</b> Jerome Chamber of Commerce 310 Hull Avenue  Jerome AZ 86331	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Philadelphia Ins Group <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>

**COVERAGES****CERTIFICATE NUMBER:** 9/27/25 Event**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		EV176570	09/27/2025	09/29/2025	EACH OCCURRENCE \$ 1,000,000	
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000							
	MED EXP (Any one person) \$							
	PERSONAL & ADV INJURY \$ 1,000,000							
							GENERAL AGGREGATE \$ 3,000,000	
							PRODUCTS - COMP/OP AGG \$ 3,000,000	
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$	
							BODILY INJURY (Per person) \$	
							BODILY INJURY (Per accident) \$	
							PROPERTY DAMAGE (Per accident) \$	
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$	
							AGGREGATE \$	
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input type="checkbox"/>	N / A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>	
							E.L. EACH ACCIDENT \$	
							E.L. DISEASE - EA EMPLOYEE \$	
							E.L. DISEASE - POLICY LIMIT \$	

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: 3rd Annual Music &amp; Art Festival

Town of Jerome is an additional insured on the general liability policy per form PI-AS-010.

**CERTIFICATE HOLDER****CANCELLATION**

Town of Jerome 600 Clark St.  Jerome AZ 86331	<b>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</b>  <b>AUTHORIZED REPRESENTATIVE</b> 
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**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY**

**ADDITIONAL INSURED: OWNERS AND / OR LESSORS OF PREMISES, LESSORS OF LEASED EQUIPMENT, SPONSORS OR CO-PROMOTERS**

This endorsement modifies insurance provided under the following:  
**COMMERCIAL GENERAL LIABILITY COVERAGE PART**

This policy is amended to include as an additional Insured any person or organization of the types designated below, but only with respect to liability arising out of your operations:

1. Owners and / or lessors of the premises leased, rented, or loaned to you, subject to the following additional exclusions:
  - a. This insurance applies only to an "occurrence" which takes place while you are a tenant in the premises;
  - b. This insurance does not apply to "bodily injury" or "property damage" resulting from structural alterations, new construction or demolition operations performed by or on behalf of the owner and / or lessor of the premises;
  - c. This insurance does not apply to liability of the owners and / or lessors for "bodily injury" or "property damage" arising out of any design defect or structural maintenance of the premises or loss caused by a premises defect.With respect to any additional insured included under this policy, this insurance does not apply to the sole negligence of such additional insured.
2. Lessor of Leased Equipment, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your maintenance, operation or use of equipment leased to you by such person(s) or organization(s) subject to the following additional exclusions:
  - a. This insurance does not apply to any "occurrence" which takes place after the equipment lease expires.
3. Sponsors
4. Co-Promoters