

Recognized Student Organizations are prohibited from using CNU’s tax exempt status or ID number to facilitate fundraising opportunities like restaurant nights, car washes, etc.

Insurance

Social events may require the purchase of liability insurance. This insurance protects the student organization from risk and insures the event for instances of bodily harm, property damage, and acts of god. The University requires RSOs to provide insurance obtained from a responsible insurance company satisfactory to the University, and the Commonwealth of Virginia, with limits of not less than \$1,000,000 per occurrence and \$1,000,000 in the General Aggregate. If a contracted event includes more than 300 participants, liability insurance shall increase to limits of not less than \$2,000,000 per occurrence and \$2,000,000 in the General Aggregate. Also, the use of the words “exempt” or “excluded” in the “Certificate Limits” section is not acceptable. Christopher Newport University must be listed on the policy as a co-insured. RSOs must check with the Office of Scheduling, Events, and Conferences prior to an event, to determine if liability insurance is required.

The OSI can be a resource to organizations in identifying reputable vendors from which liability insurance may be purchased.

Contracts

Under no circumstances shall a Recognized Student Organization enter into a legal contract as a representative of CNU, or identify itself as a part or affiliated with CNU. All events requiring a signed contract(s) for fundraising must be signed by the organization.

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