National Tenant User Liability Program

Tenant Users Liability Insurance Policy (TULIP)

Website Instruction

Rate and Event Classification information:
Rate Schedule (Premium is the sum of the General Liability premium on page 1 and the Property premium on page 2)
Classification of Events

Please read the following instructions for completing the online application. The link to the application is at the bottom of the page.

Step 1 asks you to select your facility (the location your event will be taking place)
Please note: Reservations for some facilities/locations are managed by an organization other than the City (i.e. Pioneer Square, some small community centers). This program may not be accepted in this instance as it cannot name the third party as an additional insured – usually a requirement. If you are making reservations through an organization other than the City, please clarify what the insurance requirements are before purchasing this policy.

1. Enter the actual facility code (provided by facility coordinator)
2. If you do not know the code: **List of City of Portland Facility Codes**.

If you use the link to find your facility a drop down list box will appear

1. Choose the Gallagher National TULIP Program

A second drop down list box will appear

2. Choose the location of your event from the list
    a. Locations are listed in State order

Once you have made a selection, please verify you have the correct location before proceeding to the next step.

When you have selected the correct location, you are ready to follow the steps to obtain your quote and purchase coverage if desired. If you do not have the correct location, you can go back to the drop down lists to select again.

If you have questions or are having trouble accessing the website, please call our office at 800-333-3231 and ask for Tracy Paladino or Anita Bruner.

Application for TULIP – Complete Online
List of City of Portland Facility Codes