

**MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND**

9 Campus Drive, Suite 216  
Parsippany, NJ 07054  
Telephone (201) 881-7632

**BULLETIN MEL 20-28**

**Date:** January 1, 2020  
**To:** Fund Commissioners of Member Joint Insurance Funds  
**From:** Underwriting Manager, Conner Strong & Buckelew  
**Re:** New TULIP Program

---

**This bulletin does not apply to the Workers' Compensation only members of the NJPHA JIF.**

TULIP stands for Tenant Users Liability Insurance Policy, which is a way for facility owners to ensure vendors of special events and activities hosted at such facilities have the appropriate General Liability coverage.

Attached are instructions for using the new TULIP system. Please refer to the corresponding spreadsheet as well, which lists the facility location code for each MEL member.

**This bulletin is for information purposes only. It is not intended to be all-inclusive but merely an overview. It does not alter, amend or change your coverage. Please refer to specific policies for limits, terms, conditions and exclusions.**

cc: Fund Executive Directors  
Fund Professionals  
Risk Management Consultants

## MEL TULIP Program

Tenant users must purchase coverage directly from the OneBeacon Entertainment (OBE) TULIP Website using their own credit cards. OBE will handle the reporting for the MEL.

Tenant users may obtain a quote from OneBeacon Entertainment without obligation to purchase by doing the following:

1. Visit the TULIP website at <https://tulip.onebeaconentertainment.com/e/tulip/apply.aspx>
2. Enter the facility location code for the appropriate member town (NOTE: the facility location code will be entered on the TULIP website in the field that reads “Venue ID Code”). A list of facility location codes for the various MEL members can be found on the corresponding spreadsheet labeled “Locations By Facility.”
3. Complete Steps 1, 2 and 3 to obtain a quote.
4. If you are ready to purchase coverage, please complete the application and pay with a credit card.
5. If further assistance is required please call the TULIP help desk at **800-507-8414** Monday through Friday between 8:30 A.M. and 8:00 P.M. Eastern Time.