



Request for Additional Accident Insurance

6601 Elvas Avenue Sacramento, CA 95819 • t 916.452.9181 • f 916.452.9182

girlscoutshcc.org

Registered Girl Scout Members are covered by a basic insurance plan for approved, supervised Girl Scout Activities except those lasting more than 2 consecutive nights. This form can be used to purchase insurance to cover non-members for activities lasting less than 2 nights.

1. Complete the additional insurance form below. Up to 3 events can be added to this request.
2. Attach a check made payable to: Girl Scouts Heart of Central California. The minimum premium is \$5.00. Several requests encompassing multiple activities can be combined to meet the minimum of \$5.00. Please contact the Insurance Specialist at the Sacramento Regional Program Center for clarification.
3. Mail to Insurance Specialist, at least **3 weeks before the activity**:
 Girl Scouts Heart of Central California, 6601 Elvas Ave., Sacramento, CA 95819

Service Unit/
 Troop Number: _____ Email Address: _____

Troop Leader/
 Activity Chair: _____ Phone Number: _____

Additional insurance formula:

Number of participants not registered as Girl Scout members
 (i.e. siblings, parents, community members, event staff) _____

Number of registered members who are not of the proper age for the activity _____

Total number of Participants needing coverage _____

			A	B	C	D	E
Name and Location of Event	Beginning Date	Ending Date	# of Participants Needing coverage	# of Days	# of Participant Days	Premium Each Day @ 11¢	Total
Sample: SU Camporee@ Sly Park	2/5/17	2/7/17	25	3	75 (A x B)	\$.11	\$8.25 (C x D)

PLEASE NOTE:

- This form cannot be used for:
- (1) Events lasting more than two nights or 250 miles away.
 - (2) International travel.

You must complete the Intent to Travel packet for activities (1) and (2) above. These activities require attendance at the Trip Planning adult education course.