

United States Canoe Association

Competition ★ Cruising ★ Conservation ★ Camping ★ Camaraderie ★

USCA AFFILIATED CLUB YEAR ROUND INSURANCE

Year Round Insurance - 02/15/2020 - 02/15/2021

As an Affiliated Club of the USCA whose members would like to do year round training, practice and cruising activities, the year round insurance coverage is designed for you. It is intended for the regular members of your club or association. This insurance coverage permits your club to enjoy the activities on the water that does not exceed Class II (The International Scale of River Difficulty), in pools or wherever you can throughout the year. It is not intended for events such as races or clinics. However, as an Affiliated Club you may hold these events, but you would need to apply for a separate event insurance coverage. The insurance application for a cruise or a race is in the "Event Insurance Packet". Please complete the Year Round Insurance application forms found in this packet and return them with your **check made payable to USCA** to the **Specialty Insurance Consultants, LLC** at the address below. The club liability premiums are based on the number of active members in the club. Premium fees for 2020-2021 are listed on page 2 of 2 of the Year Round Insurance application.

You must have a 2020 USCA Affiliated Club membership in order to request insurance coverage for this annual insurance. An **Affiliated Club membership** entitles you to apply for the Club Year Round insurance coverage as well as races (competition) or cruises or practice/training (non-competition) as Sanctioned Events with a separate event application(s) and payment of the appropriate fees.

Waivers: Club Year Round insurance **requires** a completed **CLUB USCA Waiver/Release form to be signed by each** club member and returned to the USCA Program Account Manager before the club's activities begin. You must use the USCA Waiver/Release form provided as no other forms will be accepted. The waiver form, General Proof of Insurance Certificate and general information about the coverage will be emailed to the Club Contact. The USCA Waiver form opened in Adobe Acrobat Reader DC is made interactive by clicking 'fill & sign' in the right hand column. The form must be completed fully including the name of the club, the year round coverage period and include those for whom this release will hold harmless. Save the form with the club's name. Print a Waiver Form for each member to complete, sign and return to the club. Or, the Club's Form may be posted on your website to be downloaded by the member and 'saved as' the member's name, completed and digitally signed and returned to the club contact or as directed. Only those club members who properly complete the USCA Waiver/Release Forms will be included in the USCA Insurance Program. As new members join, a waiver form must be signed and sent to the USCA Program Account Manager. All waiver forms will be retained by the USCA and will be available for seven years to protect you *and* the USCA in the event a claim occurs.

The USCA Insurance Program is underwritten by the Sports Division |K&K Insurance Group, Inc. Specialty Insurance Consultants, LLC will serve as the agent/broker for the USCA Insurance Program. A USCA advisor will make sure USCA requirements are met. The USCA policy has a **\$1,000,000** Per Occurrence general liability with an additional **\$ 2,000,000** Per Occurrence excess liability. There is a General Aggregate of **\$5,000,000 Per Event.**

You may request "**Additional Insured**" certificate(s) at least 14 to 30 days prior to an event for a location you plan to practice which requires this separate liability coverage. **There is an administrative fee of \$10 per certificate.** The General Proof of Insurance certificate for your club is provided at no extra charge.

The USCA is a 501 (C) (3) nonprofit charitable, educational and athletic organization. Our trademarks include the USCA 'shield' logo, the letters "USCA" and the words "United States Canoe Association". The use of these trademarks is by permission only and must be used appropriately and without distortion. Contact Joan Theiss, USCA Historian at jktheiss@outlook.com for more information on how to receive and how to use these trademarks.

Please contact Rebecca Davis, USCA President at 517.227.4794 for any questions or concerns in regard to the USCA. For any insurance questions, please contact Garrett Freihage at the agency listed below.

Specialty Insurance Consultants, LLC

c/o NFP

Attn: Garrett Freihage, USCA Program Account Manager

1900 W. Nickerson Street, Suite 300 Seattle, WA 98119

garrett.freihage@nfp.com Phone: (206) 957-6565

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NOTE: This coverage is not for events such as races, or clinics. It is designed for club or association members and their year-round training, practice, and cruising activities. It is intended for the regular members of the club or association. We realize that you cannot know exactly what the extent of your year-round activities will be, but we ask you to estimate them as closely as possible. If you experience any significant changes during the year, please contact the USCA Program Account Manager listed on first page. If visitors join in any of the club's activities, a waiver/release form must be signed and returned to the USCA Program Account Manager.

MEMBERSHIP: Please provide your **2020** USCA membership number here. _____
If not a current member, please join through the online service 'SignMeUp' at www.uscanoe.com or postal mail the membership application with the dues separately to the Membership Chair. **Do not include the membership application or dues with this insurance request.** If insurance is needed quickly, a copy of the online web receipt or a copy of the check mailed maybe included with the insurance request as proof of payment for the membership dues. A membership number will be emailed as soon as available or you may email the **Membership Chair, Lynne McDuffie** at llmcduffie@gmail.com to get your member number.

BASIC DATA

_____ New _____ Renewal

Name of club, team, or association: _____

Mailing address: _____

City: _____ State: _____ ZIP: _____

President: _____ Website: _____

Phone number: _____ Email address: _____

Entity's legal status: corporation, 501(c)(3), other _____

When was club founded? _____ In continuous existence since then? _____

Does the club have a location? _____ What is it? _____

Does the club own any real property? _____ If so, describe in an attachment, give as many details as possible (address, age, area, construction, surrounding exposures)

Any activities other than paddling, like dinners, dances, fund raisers? _____ If so, describe in an attachment, including numbers of participants and income derived from the activities.

Paddling Activities:

*number of boats owned _____

number of boats rented _____

number of boats borrowed _____

Total number of boats _____

* On a separate page, list all boats by type, including marathon, dragon boat, outrigger, and sprint canoes or kayaks, or any boats used for coaching.

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USCA Canoe Club Year Round Insurance page 2 of 2

What is your season? _____

Where are your boats kept during your season? _____

Describe, on a separate sheet, the facility, if any, where your boats are kept in season, who owns the facility, if they require to be named as an additional insured, and what your launching practices are like.

Where are they kept in your off season (if you have one)? _____

Number of club members _____ How many active paddlers? _____

Does your club hold any events (races, classes, clinics, demos)? _____ If so, please provide information in an attachment giving details of past and anticipated (2020) experience with regard to numbers of participants, numbers of teams, number of events, number of days.

How many events does your club participate in that you do not sponsor? _____

Any outside the US? _____ How many outside the US and Canada? _____

How does your team get to the US events? _____ Canadian events? _____

Any boats, borrowed, rented or leased? _____ If so, give details in attachment.

Are your boats insured? _____

Does your club maintain Directors & Officers Liability insurance (D&O)? _____

(New Clubs only) History: Any prior claims? _____ If so, please provide all details on separate sheet.

(New Clubs only) Has your club had insurance before? _____

If so, was it in your own name or through an association? _____

Please provide details (dates, premiums and limits) on separate sheet.

Signature of club president or designated officer _____

Date: _____ Additional Insured certificate request? Yes ____ or No _____

Total Paid* _____ {Insurance Premium plus additional insured certificate fee(s).}

Check number: _____ Make check payable to: **United States Canoe Association, Inc.**

It would be helpful, if you would please include a separate sheet explaining your club's training and/or practice situation. Please give as much information as possible.

***Insurance Premium for the number of active Affiliated Club Members:**

(2-50) - \$210.00; (51-100) - \$380.00; (101-200) - \$590.00; (201+) - \$800.00.

Mail only pages 1 & 2 with a check made payable to USCA and any supporting documents to:

Specialty Insurance Consultants, LLC

c/o NFP

Attn: Garrett Freihage, USCA Program Administrator

1900 W. Nickerson Street, Suite 300

Seattle, WA 98119

Phone: 206-957-6565

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REQUEST FOR CERTIFICATE OF INSURANCE (ADDITIONAL INSURED)

Request must arrive at the agency office no less than **14 days or more prior to the event** that requires this Additional Insured Certificate of Insurance. Submit this request form with the Club Liability application or as needed during the policy year.

DATE OF APPLICATION: _____

NAME OF EVENT: _____

DATE(S) OF EVENT(S): _____

SITE OF EVENT (Physical location):

Event organizer contact name: _____

Phone: _____ Fax No. _____

Email: _____

* ADDITIONAL INSURED (Administrative fee of **\$10** per certificate) (If requesting more than one Additional Insured, **please use a separate form for each request.**) (eg. Landowner)

ADDITIONAL INSURED (Name & Address & Phone /Fax)

RELATIONSHIP TO EVENT

ADDITIONAL INSURED (Name & Address & Phone /Fax)	RELATIONSHIP TO EVENT
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

* ALL CERTIFICATES OF INSURANCE WILL BE SENT TO THE EVENT ORGANIZER WHO WILL BE RESPONSIBLE FOR DISTRIBUTION TO THE CERTIFICATE HOLDERS:

Mail To: **Specialty Insurance Consultants, LLC**
c/o NFP

Attn: Garrett Freihage, USCA Program Account Manager
1900 W. Nickerson Street, Suite 300
Seattle, WA 98119

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MEMBERSHIP APPLICATION FORM

Or JOIN ONLINE at www.uscanoe.com

Date: _____

Organization Name (if joining as an organization) _____

Check only if you are joining as an organization:

Race Sponsor

Affiliated Club**

Business Affiliate

Contact information:

Last Name _____

First Name _____ M.I. _____ Date of Birth _____

Address _____

City _____ State _____

Zip Code _____

Telephone _____

Email _____

New Member Renewal

Membership Type:

Race Sponsor \$30.00

Affiliated Club** \$30.00

Business Affiliate \$30.00

** Include a club roster with this membership application, for New Member or Renewal.

Amount Enclosed \$ _____

Check made payable to **USCA in US funds.**

Member will receive official publication:

Canoe News: Mail a printed copy _____

Deliver digitally _____

Please send membership form to:

Lynne McDuffie
USCA Membership Chair
410 Cockman Rd
Robbins, NC 27325

Telephone: (910) 948-3238

Email: llmcduffie@gmail.com