

**INSURANCE INFORMATION FOR OUT OF SEASON OR OFF-SITE EVENTS**

The Bainbridge Island School District does not provide insurance coverage for BHS team or club activities out of your regular season and/or off BISD facilities.

**Notice of activities:** Your booster group, BHS team or club must provide prior notice to the BBC of any fundraising activities, camps, trips, retreats, competitions, practices, clinics or other events scheduled outside of your regular season and/or off BISD facilities. This information is required by the Booster Clubs Insurance company in order for your event to be covered under the BBC insurance coverage.

Please provide the following information for any out of season and/or off campus activities for 2017 to the Bainbridge Booster Club no later than January 12, 2017.

**2017 insurance information for out-of-season and/or off-BISD campus Booster team or club events**

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| --- | --- | --- | --- | --- | --- |
| **Name of Team or Club** | **Age Grade of youth participants**  **(eg 9-12th or individual grades)** | **Approximate number of participants, chaperones, adults & coaches** | **Description of the out of season or off campus activity** | **Start Date & End Date** | **Frequency** |
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If this information is not provided by January 12, 2017, you may be asked to submit the information yourself to the Insurance company, which may or may not require an additional fee required from your team.

Note the booster club is required by law to provide insurance to all Booster team or club events. If no insurance is provided, then the event can no longer be qualified as a booster club event.

Please send Insurance information:

* Electronically to [BBCOfficer@gmail.com](mailto:BBCOfficer@gmail.com) or,
* Mail to Bainbridge Booster Club, PO Box 11705, Bainbridge Island 98110

**In completion of the following, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name of Group/Club) agrees to comply with the above BBC Insurance requirements.**

Name of BHS Team or Club\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Booster President Name/Email/Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Booster Treasurer/Name/Email/Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_

President Bainbridge Booster Club \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_