



CALIFORNIA GARDEN CLUBS, INC.

Shane Looper, Liability Insurance Chairman
213 Carmelo Lane
South San Francisco, CA 94080-2204, 650 871 0172
cgciinsurance@cagardenclubs.org

2018-2019 LIABILITY INSURANCE

Dear CGCI Club and Associate Plant Society Treasurers,

The General Liability Insurance for 2018 - 2019 will be \$1.50 PER MEMBER (with a minimum cost of \$20.00) per club. Please fill out the form in its entirety at the bottom of this sheet with your payment AS SOON AS POSSIBLE and before January 15, 2018 so the applications can be processed without a late fee.

Coverage for your club or society starts February 15, 2018 and extends through February 15, 2019. Certificates of insurance will be mailed to club treasurers by March 1, 2018. All copies of Additional Insured Certificates will be e-mailed to the treasurer. Originals are mailed to the owner/manager of the property.

*NOTE: New late processing fee of \$15.00 for all certificate requests sent to chairman less than 14 days from date of event.

CGCI's Liability Insurance coverage with the Nonprofits Insurance Alliance of California includes a per occurrence limit of \$1,000,000 and a \$2,000,000 aggregate limit shared by all the insured groups (payment is based after all commercial and personal policies are exhausted.)

CGCI offers Liability Insurance as a benefit for those qualifying Clubs and Associate Plant Societies that have paid their CGCI membership dues. Affiliates are not eligible. If your CGCI dues have not been paid, send \$2.75 per member to Membership Chairman see the website for membership forms and instructions. Insurance coverage is not in effect if membership dues are delinquent.

\$1.50 FOR EACH MEMBER OF YOUR CLUB or \$20.00 MINIMUM FEE.

All policies will be effective February 15, 2018 to February 15, 2019. Make checks payable to CGCI. Mail to: Shane Looper, CGCI Insurance Chairman, 213 Carmelo Lane, South San Francisco Ca 94080-2204

Moneys received after January 15, 2018 will have a \$25.00 late fee accessed for manual processing and handling except for new clubs. Keep this top portion for your records.

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Number of Club/APS members (REQUIRED) x \$1.50 = \$. Minimum insurance fee is \$20.00

**If premium is received after 1/15/18 a late fee of \$25.00 is to be included.

Total fee enclosed \$ Check # Check date

Name of Organization

President Treasurer

Address Address

Zip Code +4 Zip Code +4

Telephone Telephone

E-mail address E-mail address

The Liability Insurance coverage is not available to clubs or APSs that own real estate or have exclusive ongoing use of building premises or clubs that have primary use of, or any degree of ongoing maintenance responsibility for gardens or land.

Does your club own, rent, or manage premises (building, office, etc.)? For your own exclusive or primary use?

Does your club own, rent, or manage land (i.e. community garden, preserve, arboretum, etc.)?

If any questions, please contact the CGCI Liability Insurance Chairman.