

# ADDITIONAL INSURANCE REQUEST FORM

As of August 2011

## DO YOU NEED ADDITIONAL INSURANCE?

### 1) Will any non-Girl Scouts be participating in your event/trip?

YES -- Please fill out enrollment for Plan 2 below & submit at least 2 weeks prior to event/trip

NO -- Continue with question 2

### 2) Is your trip/event more than 2 nights (3 if it includes a Federal Holiday)?

YES -- Please fill out enrollment for Plan 3E or 3P below, for ALL participants, & submit at least 4 weeks prior to trip

NO -- Continue with question 3

### 3) Is your trip to an international location?

YES -- Please fill out enrollment for Plan 3PI below, for ALL participants, & submit at least 4 weeks prior to trip

NO

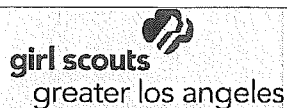
**NOTE: IF YOU ANSWERED YES TO QUESTION 1, 2, OR 3, PLEASE COMPLETE AN ENROLLMENT FORM BELOW AND SEND TO YOUR GIRL SCOUTS SERVICE CENTER (BUT MAKE THE CHECK PAYABLE TO MUTUAL OF OMAHA LIFE INSURANCE COMPANY).**

## THINGS TO REMEMBER

- When counting the number of days, count each day, not 24 hour period. For example, a campout from Friday 3:00 p.m. - Sunday 10:00 a.m. would be 3 days.
- There is a five-dollar (\$5.00) minimum purchase. You may purchase additional insurance for more than one event with one check to meet the minimum of \$5.00. Cash and credit cards not accepted.
- Make checks payable to: **Mutual of Omaha Life Insurance Company**. Enrollment request and check must be received at the Girl Scouts Service Center no later than 2 weeks prior to the event/departure date, or 4 weeks for extended/international trips.
- Forms may be mailed to or dropped off at your local GSGLA Service Center.
- You only need to purchase one type of additional insurance per event. Use these guidelines or call your regional Program Department for assistance.

For your convenience, below are addresses and fax numbers for each GSGLA Service Center.

<b>GSGLA Headquarters</b> 801 S. Grand Ave., Ste 300 Los Angeles, CA 90017 Fax # (213) 213-0123	<b>Southeast Region – Arcadia Service Center</b> 101 E. Wheeler Ave. Arcadia, CA 91006 Fax # (626) 677-2425	<b>Southeast Region – Montclair Service Center</b> 9525 Monte Vista Ave. Montclair, CA 91763 Fax # (909) 267-3274
<b>Southwest Region – Marina Del Rey Service Center</b> 4551 Glencoe Ave Suite 140 Marina Del Rey, CA 90292 Fax # (626) 677-2457	<b>Southwest Region – Long Beach Service Center</b> 4040 N. Bellflower Blvd. Long Beach, CA 90808 Fax # (626) 677-2470	
<b>North Region – Woodland Hills Service Center</b> 20931 Burbank Blvd, Suite A Woodland Hills, CA 91367 Fax # (626) 677-2504	<b>North Region – Palmdale Service Center</b> 41307 12th Street West, Suite 105 Palmdale, CA 93551 Fax # (626) 677-4822	<b>North Region – Santa Clarita Service Center</b> 21515 Soledad Canyon Rd., #118 Santa Clarita, CA 91350 Fax # (626) 677-2567



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EVENT INFORMATION	
Event/Trip Name/Description:	
Event/Trip Date(s):	
Adult in Charge:	Email:
Day Phone:	Evening Phone:
Troop/Service Unit:	

	(1)	(2)	(3)	(4)	(5)	(6)	
Plan Type	# Girl Scouts	# Non-Girl Scouts	Total # Participants = Col 1+Col 2	Total # of Days	Participant Days = Col 3 x Col 4	Premium each Day	Total =Col 5 x Col 6
<b>2</b> (covers accidents only)	N/A					11¢	
<b>3E</b> (covers accidents & illness; coordinates with any family health plan)						29¢	
<b>3P</b> (covers accidents & illness; is primary coverage)						70¢	
<b>3PI</b> (covers accidents, illness, and travel assistance services)						\$1.17	