

SPECIAL EVENT ACCIDENT INSURANCE REQUEST FORM

Catholic Diocese of Fort Worth updated September 17, 2009

Steps to secure accident insurance for your youth group for an event:

Step 1: Read the insurance information packet to understand how this insurance product works, what it covers and what class your event is.

Step 2: Fill out this request form and send it to the OYM/AC with a check made out to the Diocese of Fort Worth (800 West Loop 820 South Fort Worth, TX 76108-2919) **7 days before your event with a check** to cover the cost of the insurance for your group.

Remember every youth attending the event has to be included - not just the teens that don't have insurance or the ones who want it. You may send the request with a check with less than 7 days advance but we cannot guarantee that you will be covered. Call the OYM/AC to be sure.

Name of Parish: _____

Address/City/Zip: _____

Contact Person: _____

Cell Number: _____ **Office Number** _____ **(ext)** _____

E-Mail Address: _____

Event Activity: _____

(What is it)

Event Date: _____

(When is it)

Event Place: _____

(Where will it take place)

Type of Activity: _____ Class 1 _____ Class 2 _____ Class 3 _____ Class 4

Number of Participants: _____

(Exact number or best guess: ** remember all youth must be included ** Note: Do not count adults attending)

Amount due per person: _____

(Based on class type)

Total amount due: _____

(# of participants X per person charge)

- Do not include adult leaders. They are already insured through HSR.
- Make checks payable to: Diocese of Fort Worth