

Event Organizer Request for Insurance Instructions

- 1) The pdf is “writable”, so please complete the form electronically
- 2) Fill in all required information
- 3) If your event includes activities for more than one classification, please note all classifications
- 4) If the event includes a rally, a separate waiver needs to be signed by the rally participants
- 5) Include the total number of participants for all events
- 6) If anyone under the age of 18 attends, a separate waiver for parental / guardian consent is required for each participant under the age of 18
- 7) When calculating the amount for the event insurance premium, ensure that you take into account the total number of participants, the round-trip mileage if a drive will be held and all activities (e.g., drive and autocross)
- 8) If you have any questions while completing the form, contact Debbie Cooper at debbiecooper@porsche356registry.org
- 9) Email the completed form to Debbie Cooper, debbiecooper@porsche356registry.org
- 10) Debbie Cooper will review the form and contact you if she has any questions
- 11) If all is in order, Debbie Cooper will approve your Request For Insurance and inform you of the next steps in the event insurance process