

Requesting a copy of the policy or getting an “additional named insured” policy:

DSA carries a liability policy that can be applied to your venue (for mini camps, booth events, campouts, etc.).

At least 6 weeks in advance of the event, provide the following information to DSA:

- The venue address
- Dates of use
- Specifics on which areas of the venue will be used
- The names of any “Additional Insured” (Such as the host of the booth event or a specific property owner)
- Your contact information (name, mailing address, email and phone number)
- Your troop number

These all must be provided to DSA in order to ensure the proper documentation is submitted to have the DSA corporate policy cover your event. Missing information can cause delays.

The insurance company charges DSA each time we request one of these policies. So a check or money order made out to Dog Scouts of America in the amount of \$60 must be included with your request which is paid at least 6 weeks prior to the event. DSA will not take action on the request until the payment is received.

Send the request, the above information and payment to:

Lonnie Olson
5040 Nestel Rd
St. Helen, MI 48656

If you simply need “proof of insurance” you can try directing the host to the DSA website where there is an “Explanation of coverage” page (item #12 on this page):
http://www.dogscouts.org/Start_a_troop.html