

Susan Wolford
ASARDA Insurance Chairman
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Dear Club Officer,

It's time again to renew your club's USDA (United Square Dancers of America) insurance. The premium for the 2021 calendar year remains the same as 2020 at \$4.85 per club member. I am attaching a complete set of forms for your 2021 Insurance Coverage completion.

Highlights for participation in the USDA Insurance Program:

- ➔ To keep your insurance in effect, **every** club member listed on your roster (honorary and inactive members included) is required to enroll. I would suggest that inactive members be removed from your roster. If and when they decide to rejoin your club, add them using the additional dancer form.
- ➔ Along with the necessary insurance forms for your club, you must also include a copy of your complete club roster listing all your members.
- ➔ Members that belong to more than one club need only pay once through one club.
- ➔ New members must be added and enrolled as they join your club.
- ➔ Your club must be a current, active member of ASARDA.
- ➔ If your club has fewer than ten members, a minimum \$45.00 fee will be required as premium for all.
- ➔ All checks made payable to: Susan Wolford
Use the subject line for reference to Insurance
- ➔ The exact physical address of your dance facility is a necessity!
- ➔ Applications for 2021 coverage are due **DECEMBER 1, 2020** or prior to the time that your club starts dancing again. Hold on to these forms and when Alabama mandates have been lifted and your club sets the date to start dancing again, then complete the forms and send them to me along with the premium dues. If you have any questions, please give me a call.
- ➔ NOTE: If your club carried insurance in 2020, you were assigned a USDA #. Your number remains the same for this year. Please include this number on all correspondence. There is a place on each form for you to put your #. If you do not have access to your 2020 insurance Certificate of Insurance and do not know your USDA #, just let me know and I will look it up for you.

Please help me by submitting the completed forms and check as soon as possible, so that I will have time to process and forward them to USDA. If you have any questions, comments or suggestions don't hesitate to contact me. I'll be here to help. All 2021 insurance forms can be downloaded from:

<http://alabamasquaredance.com/aweb/association/insurance/insurance.htm>

Unless renewed, your insurance will expire December 31, 2020!

Thank you,

Susan Wolford

Attachments: Please see my list of Attachments and Descriptions.