

Please fill out this PDF form, save it to your computer (using the "save as" option\*), then e-mail the saved form to your branch president or safety director.

## Non EDGETA Activity Approval Form

Our insurance carrier is requiring branches to approve attendance to a non EDGETA activity prior to the event to have Insurance coverage for branch members at the event. This form will be emailed to the branch president and safety officer for their approval. Email addresses for the branch Presidents and Safety Officers can be found on the EDGETA website under branch locations. One of them needs to either approve or disapprove the event and email the completed form back to the requester. This document is to be kept on file with the Branch President or Safety Officer in case there is a incident involving a claim from the branch members participation in the event.

Note that approval of this form covers the branch member with our EDGETA liability insurance while he/she participates in the non EDGETA event.

Branch number \_\_\_\_\_

Presidents email address \_\_\_\_\_

Safety Officers email address \_\_\_\_\_

Requestors name \_\_\_\_\_

Requesters email address \_\_\_\_\_

Requestors phone number \_\_\_\_\_

Name of Non EDGETA activity \_\_\_\_\_

Location of non EDGETA Activity \_\_\_\_\_

Date of non EDGETA activity \_\_\_\_\_

Branch President approval

Or

Safety Director approval

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\*Some PDF readers will not save the input typed into the form unless the "save as" option is used to save the file.