

GSSEF Enrollment form for Extended Girl Scout Insurance

- Submit the completed enrollment form through the Girl Scout Council for approval and processing. **Payment may be made by check only. MINIMUM PREMIUM is \$5.00.**
- **Please send your check, made payable to GSSEF. Forms submitted without payment will not be processed.**
- Return completed form and payment to GSSEF, Administrative HQ, 6944 Lake Worth Rd., Lake Worth, FL 33467 Attn: Customer Care, 6 weeks prior to trip to ensure processing.
- Following Council approval of all paperwork, the information on the enrollment form will be used to purchase the required premium online. You will be notified via e-mail of confirmation of purchase. Attach additional sheets if necessary.
- If this to be used for **international travel**, a *roster of all participants* (girls and adults) with their birthdates is required. Attach, if applicable, for immediate processing.

***Council approval is required — forms without the appropriate Council signature cannot be processed; troop leaders should not submit old enrollment forms or payments directly to Mutual of Omaha.**

(Please complete the address portion in full. This will be used to return the Council’s verification copy.)

Please print clearly

Name (Leader or person submitting his form): _____

Troop # _____ **Service Unit Name** _____

Street, City, State, Zip _____

Phone # _____ **E-mail** _____

All Girl Scout members engaged in approved Girl Scout activities are enrolled in Plan 1 through membership in GSUSA. **See reverse for descriptions of coverage.**

Please provide extended Insurance to cover all enrolled participants in the following approved, supervised Girl Scout activities (except statutory employees covered under workers’ compensation.) in the plan selected below:

Extended Plan Selected (circle one and enter price into box #4 in chart below):

Plan 2 (\$.11/day)

3E (\$.29/day)

3P (\$.70/day)

3PI (\$1.71/day)

Name and Location of Event	Beginning Date	Ending Date	#1 Number of Participants	#2 Number of Days	#3 Number Participant Days (#1x#2)	#4 Premium Each Day @ \$.XX (rate will vary by selected plan)	Total (#3x#4) Please note - MINIMUM PREMIUM is \$5.00
Sample: Camping at Nocatee	2/5/17	2/9/17	25	5	125	\$.29 (Plan 3E)	\$36.25

Leader signature: _____ **Date:** _____

For Council use only:
 Date rec'd by Council: _____ Approved travel app on file: Y/N Date submitted to MoO: _____
 Entered in SF: _____ Date submitted to Finance: _____

Mutual of Omaha

Girl Scouts Insurance Plan Comparison Chart

<p>PLAN 1 Accident Insurance</p>	<p>Automatic coverage for <u>registered members</u> for a Girl Scouts event which does not exceed a total of 3 days/2 nights.</p> <p>You do not need to order this insurance, since it is automatically applied to all Girl Scout members, <u>unless</u> there are high adventure activities involved.</p>
<p>PLAN 2 Accident Insurance</p>	<p>To cover participants who are NOT registered Girl Scouts and/or Girl Scouts participating in an event lasting MORE than 3 days, 2 nights.</p> <p>Example: If your troop is planning a trip for 5 days and 4 nights, you will need to purchase insurance for all of the registered members for the full 5 days because the trip is longer than 3 days, 2 nights.</p>
<p>PLAN 3E Accident and Sickness Insurance</p>	<p>This plan is recommended for trips out of state or for any other trip where sickness could occur, such as extended trips out of town.</p>
<p>PLAN 3P Accident and Sickness Insurance</p>	<p>For groups with one or more participants who do not have personal family insurance (or where personal insurance may not be honored).</p> <p>Plan 3P acts as primary insurance for participants covered by the plan.</p>
<p>PLAN 3PI Accident and Sickness Insurance for International Trips</p>	<p>For any Girl Scout group planning a trip out of the country. Due to certain pre-trip benefits, this insurance should be purchased in the planning stages of the trip, but after the trip has been approved by the council. Call the council office to obtain detailed information on how to purchase this plan.</p>

Please see the GSSEF Volunteer Policies and Procedures for travel approval deadlines.

The GSSEF Volunteer Policies and Procedures, as well as travel forms and information, can be found in the FORMS section of www.gssef.org.