

**Kiwanis International
Comprehensive General Liability Insurance – 2007 – 2008**

Introduced to Kiwanis Middlesex – March 3rd, 2008

Risk Management Packet

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1. You are covered
2. Certificate of Insurance Request with Additional Insured Wording
3. Certificate Packet –One in PDF, One in Word
The two documents are the same content; one is in a Word format though so you can include your club name and event information right on the form before printing.
4. Bulletin – Special Release
5. Risk management Techniques
 5. (a) Sample Affirmation and Liability Release
 5. (b) Sample Hold Harmless Agreement
 5. (c) Sample Waiver of Subrogation
6. How to report a Liability Claim
7. Incident Investigation Report
8. How and When to Use the Waiver of Liability Form
9. Certificate of Insurance Requirements
10. Loss Prevention Worksheets

Important Numbers

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