



Insurance Guidelines

Citizen/Club Events

- Please fill out the Request for Insurance if you are being asked to name additional insured.
- Additional insured can include municipalities, government, sponsors and land owners.
- All participants must be members of the OCA.

Commercial Events

- Commercial events are all events that allow non-members to participate.
- The commercial event application insurance form must be completed.
- A premium will apply based on the number of non-members.
- All non-members must sign a waiver.
- Organizers will be required to sell non-members a one event permit and return the permit with the money collected to the OCA.

Once the premium has been agreed to (if applicable) the certificate will be e-mailed to the organizer. If additional insured are required to be added, a \$15 re-processing fee will apply.