



ROBERTSON HALL INSURANCE

APPLICATION FOR WORLDWIDE LIABILITY COVERAGE

Including Sponsored Expatriate Missionaries
and Short-term Missionary Trips

Policy Number CPP: _____

Legal Name of Organization: _____

Mailing Address: _____

A. Our organization does not sponsor or co-sponsor any missionaries and/or short-term mission trips and/or ministry travel outside of our province. Check if yes

Note: For purposes of this application, sponsorship or co-sponsorship does not mean solely financial donations by your organization to support other mission organizations or individual missionaries sent or sponsored by other organizations. Sponsorship or co-sponsorship means any or all of the following; direction and control of expat missionaries, short term mission trip participants and ministry travellers outside of your province; making arrangements for missions and ministry travel or accommodations; providing trip leaders or any other form of supervision; issuing charitable receipts to donors supporting sponsored missionaries; and remitting employment income and payroll deductions for missionaries.

OR

B. Our organization sponsors or co-sponsors the following missionaries and/or short-term mission trips and/or ministry travel outside of our province. Check if yes

	Other provinces in Canada	United States of America (USA)	Outside Canada or the USA*
Total number for each - Sponsored Missionaries/Expats (currently in the mission field)	_____	_____	_____
Ministry Travel (directors, staff and volunteers)	_____	_____	_____
Short-Term Mission Trip Participants** (anticipated for next 12 months)	_____	_____	_____

*For sponsored Missionaries/Expats outside Canada or the USA, please attach a schedule including current number by country, to this application.

**For Short-term Mission Trips and Participants - Please check the box(es) that best describe the types of activities/work included on the trip:

- Evangelism
 Teaching
 Medical
 Disaster Relief
 Agriculture
 Construction
 Recreation
 Other (please describe) _____

Please confirm whether there will be any travel outside Canada by minors i.e. under the age of 18 years-old:

Yes No If yes, please confirm total number, destination(s) and activities on trip(s): _____

Note: It is understood and agreed that if our organization sponsors or supervises any travel by minors outside Canada, that coverage for any actual or alleged abuse, molestation and harrasment claims (if not excluded from our existing policy) is only valid if we are in full compliance with all policies, procedures and screening with respect to such travel by minors, as stated in our most recent Abuse Prevention Declaration form approved by Robertson Hall Insurance Inc.

5-POINT RISK MANAGEMENT DECLARATIONS FOR MISSIONS AND MINISTRY TRAVEL

Our organization requires the following for all sponsored missionaries; short-term mission trip participants*; and directors, staff or volunteers on ministry travel:

- 1 - Proof of out-of-province / out-of-country Travel Emergency Medical or Expat Health Insurance coverage with no exclusions for travel destination(s) or for known pre-existing medical conditions.
- 2 - All individuals must check with their family physician to receive recommended inoculations/medication for destination(s) and to confirm that their medical history and/or pre-existing medical conditions do not prevent them from safely travelling to or from those destinations, while at those destinations, and while participating in proposed travel activities.
- 3 - Our leaders check with the Government of Canada (Global Affairs Canada) website for the current travel advisories and warnings for the intended country/region of travel, right up to the date of departure. We do not sponsor missionaries short-term mission trips or ministry travel in countries or regions with a Level 4 warning (i.e. AVOID ALL TRAVEL). We also do not sponsor short-term mission trips in countries or regions within any country with a Level 3 warning (i.e. AVOID NON-ESSENTIAL TRAVEL) or a Level 4 warning (i.e. AVOID ALL TRAVEL).
<https://travel.gc.ca/travelling/advisories>
- 4 - All individuals sign an Informed Consent form clearly disclosing the specific medical, climate and personal safety risks associated with travel to the proposed destination(s) outside of Canada (including risks of transportation and work to be performed), and a Waiver of Legal Liability releasing the organization, its directors, officers, employees and trip leaders, from any legal liability for personal injury or property damage arising from those risks that are beyond the control of the organization and its leaders.
- 5 - For any participants on sponsored short-term mission trips or other travel outside of Canada who are minors (i.e. under the age of 18 years old) our organization obtains Parental Permission and Child Travel Consent Letters, arranges for a trip leader/ participant ratio that is appropriate to the age of participants, and ensures that the screening of trip leaders and the supervision of minors while on the trip is fully in compliance with our organizations' abuse prevention policies and procedures. This includes full supervision of minors during designated off-days for recreation or side tours and we do not allow billeting minors in unscreened private homes.

**Refer to our 5-Point Checklist of Best Practices for Short-term Mission Trips for additional information and helpful tips!*

Our organization meets the minimum requirements of the "5-POINT RISK MANAGEMENT DECLARATIONS FOR MISSIONS AND MINISTRY TRAVEL" as above. Yes No

We acknowledge that our Insurer(s) are relying on our confirmation of compliance with the above **5-POINT RISK MANAGEMENT DECLARATIONS FOR MISSIONS AND MINISTRY TRAVEL** and that non-compliance or material non-disclosure for any or all of the above declarations are grounds for denial of Worldwide General Liability coverage for insurable Bodily Injury, Personal Injury and Third Party Property Damage claims, including Bill C-45 Criminal Defence Costs coverage for which this application is being made.

We understand and agree that any injury, accident, occurrence, action or suit known to any director, officer or employee prior as of the date of this application is excluded from coverage.

We understand and agree that our Worldwide General Liability excludes coverage for any legal liability or claims arising out of the use on operation of owned, rented, leased, borrowed, chartered, or non-owned vehicles outside of Canada and the United States of America.

We understand and agree that our Worldwide General Liability excludes coverage for any legal liability or claims arising out of professional services; including but not limited to professional medical, dental, legal, engineering and security services.

We also understand and agree that our Worldwide General Liability excludes coverage for any legal liability or claim arising directly or indirectly out of our ownership, supervision, direction or control of any day care, school, college, orphanage, group home or other residential facility outside of Canada.

TWO (2) NAMES AND SIGNATURES OF DULY AUTHORIZED INDIVIDUALS ARE REQUIRED

NAME OF EXECUTIVE DIRECTOR, MINISTER OR TRIP LEADER

NAME OF CHAIRMAN OR PRESIDENT OF THE ORGANIZATION'S BOARD

TITLE

TITLE

SIGNATURE

DATE

SIGNATURE

DATE