

Date of Event \_\_\_\_\_

**CHAPTER/SQUADRON YOUNG EAGLES RALLY NOTICE FORM**

**This Young Eagles Rally Form needs to be returned to the EAA Risk Management Office at least 2 weeks prior to the Young Eagles Rally to ensure your Chapter/Squadron will have the proper insurance in place. This form is to be used only for Chapter/Squadron sponsored Young Eagle Rallies.**

**CHAPTER#** \_\_\_\_\_ **EAA**  **VAA**  **IAC**  **WB**  **UL**

IS A HARD COPY OF THE CERTIFICATE OF INSURANCE NECESSARY? NO  YES   
If yes, VIA:  Fax  Mail  Email

NAME OF CONTACT PERSON \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY, STATE, ZIP \_\_\_\_\_  
TELEPHONE NUMBER \_\_\_\_\_ FAX \_\_\_\_\_  
E-MAIL ADDRESS \_\_\_\_\_

HAS ANYONE REQUESTED ADDITIONAL INSURED STATUS? NO  YES

LIST ANYONE REQUESTING ADDITIONAL INSURED STATUS AND WHY THEY ARE REQUESTING ADDITIONAL INSURED STATUS? Please also list address, city, state, zip code for additional insured.

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_

ARE ANY OF THE ABOVE CO-SPONSORS OF YOUR EVENT? NO  YES

NAME OF RALLY \_\_\_\_\_  
DATE OF RALLY \_\_\_\_\_ RAIN DATE \_\_\_\_\_  
SET UP & TEAR DOWN DATES \_\_\_\_\_  
NAME AND LOCATION OF EVENT \_\_\_\_\_  
ESTIMATE OF ATTENDANCE: EAA MEMBERS \_\_\_\_\_ PUBLIC \_\_\_\_\_

ACTIVITIES PLANNED: (Please list **all** activities taking place.)  
\_\_\_\_\_  
\_\_\_\_\_

If any activities are included in this rally in addition to Young Eagle activities, an alternate application **needs to be** completed. Please contact EAA Risk Management or the EAA Chapter Office to obtain this application.

This Chapter/Squadron Young Eagles Rally Notice Form is an important part of the Young Eagles & Chapter/Squadron Insurance Program. Please note, **missing or incorrect information may affect coverage**. Please make sure all information is correct, complete and accurate.

SUBMITTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Signature)  
NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

This notice is to be completed and sent to the EAA Risk Management Department **2 weeks** prior to any Chapter/Squadron sponsored Young Eagles Flight Rally. All pilots providing Young Eagle rides must be current EAA members.

rev. 1-10-08

G:\RiskManagement\Chapter Insurance Information\Chapter\Squadron Young Eagle Rally Notice Form

**RETURN THIS NOTICE FORM TO: EAA RISK MANAGEMENT DEPARTMENT, PO BOX 3086, OSHKOSH, WI 54903-3086 FAX (920) 426-6865**