



# Cookie Booth Authorization

Dates: Friday, Feb. 7-Sunday, March 8, 2020

### Girl Scout volunteer information:

Service unit name: Emerald El Cajon 670

Phone: 619-890-5616

Volunteer name: Tom Saunders

Email: tomsaunders@yahoo.com tomsaunders@yahoo.com

### Store contact information:

Manager/business owner's name: \_\_\_\_\_

Store name: Menchies

Address: 1710 E Main Street + 2471 Jamacha Rd Ste 101

Phone: \_\_\_\_\_

City/Zip code: El Cajon, CA 92021 + El Cajon, CA 92019

Email: \_\_\_\_\_

### Cookie Booth Shifts:

All days and times approved (Feb. 7-March 8; 8 a.m.-8 p.m.)

-Or- choose approved days and times:

#### Approved days:

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday
- Sunday

#### Approved shifts:

- Afternoons only
- Mornings only
- All Day

#### 2hr shifts

- 8-10 a.m.
- 10-Noon
- Noon-2 p.m.
- 2-4 p.m.
- 4-6 p.m.
- 6-8 p.m.
- 9-11 a.m.
- 11-1 p.m.
- 1-3 p.m.
- 3-5 p.m.
- 5-7 p.m.

#### 3hr shifts

- 8-11 a.m.
- 11-2 p.m.
- 2-5 p.m.
- 5-8 p.m.

Other shifts not listed: \_\_\_\_\_

I confirm that the location is open during these times.

### Property management:

Does Property Management company need to provide additional approval?  No  Yes

Company: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone/email: \_\_\_\_\_

### Insurance:

Girl Scouts San Diego will issue a certificate of liability insurance for your location. Please indicate necessary verbiage, if any:

### Special requests:

Girl Scouts will be the only soliciting organization during these times:  No  Yes

Are there any known security concerns? Please specify: No

### Set-up instructions, check all that apply:

- Outside only
- Inside okay
- Ask manager for set-up instructions
- One door only
- Both doors okay
- Pop-ups okay

Manager/owner's signature: [Signature] Date: 11/15/19

### Return this form to:

Girl Scouts San Diego, Attn: Product Program  
 Address: 1231 Upas Street, San Diego, CA 92103  
 Fax: 619-481-3504 Phone: 619-610-0825 Email: cookies@sdgirlscouts.org

Council-white copy  
 Service unit-yellow copy  
 Business-pink copy  
 MG:mg PSC-002 7/19/2019

Entered:   
 Scanned:   
 eBuddie Ready:  
 Website Ready:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/01/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

PRODUCER: Marsh & McLennan Agency LLC, San Diego, CA 92186. CONTACT NAME: Dawn Walter, 858 587-7540. INSURER(S): National Casualty Company, NAIC # 11991. INSURED: Girl Scouts San Diego Imperial Council, Inc., 1231 Upas Street, San Diego, CA 92103.

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, and Umbrella Liability.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Sale of Girl Scout Cookie 2/07/20 - 3/08/20.

CERTIFICATE HOLDER

Menchies - Main Street El Cajon
1710 E. Main Street
El Cajon, CA 92021-0000

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Dawn Walter