



Cookie Booth Authorization

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

Girl Scout volunteer information:

Service unit name: Imperial Valley 681

Phone: 949-275-3599

Volunteer name: Rene Pollard

Email: pollards07@gmail.com

Store contact information:

Manager/business owner's name: Wendy Luevano

Store name: Simply Home

Phone: 760-960-2139

Address: 569 West Main Street, Suite A

Email: Simplyathome1@gmail.com

City/Zip code: El Centro, CA 92243

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: | | Approved shifts: | | 2hr shifts | | 3hr shifts | |
| <input checked="" type="checkbox"/> Monday | <input checked="" type="checkbox"/> Friday | <input type="checkbox"/> Afternoons only | <input type="checkbox"/> 8-10 a.m. | <input checked="" type="checkbox"/> 9-11 a.m. | <input type="checkbox"/> 8-11 a.m. | <input type="checkbox"/> 8-11 a.m. | |
| <input checked="" type="checkbox"/> Tuesday | <input checked="" type="checkbox"/> Saturday | <input type="checkbox"/> Mornings only | <input checked="" type="checkbox"/> 10-Noon | <input checked="" type="checkbox"/> 11-1 p.m. | <input checked="" type="checkbox"/> 11-2 p.m. | <input checked="" type="checkbox"/> 11-2 p.m. | |
| <input type="checkbox"/> Wednesday | <input type="checkbox"/> Sunday | <input checked="" type="checkbox"/> All Day | <input checked="" type="checkbox"/> Noon-2 p.m. | <input type="checkbox"/> 1-3 p.m. | <input type="checkbox"/> 2-5 p.m. | <input type="checkbox"/> 2-5 p.m. | |
| <input checked="" type="checkbox"/> Thursday | | | <input checked="" type="checkbox"/> 2-4 p.m. | <input type="checkbox"/> 3-5 p.m. | <input type="checkbox"/> 5-8 p.m. | <input type="checkbox"/> 5-8 p.m. | |
| | | | <input type="checkbox"/> 4-6 p.m. | <input type="checkbox"/> 5-7 p.m. | | | |
| | | | <input type="checkbox"/> 6-8 p.m. | | | | |

Other shifts not listed: Store opens at 10:00 - 5:00 pm
Saturday 10:00 - 4:00 pm

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:

None, as provided will be fine.

Special requests:

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

Are there any known security concerns? Please specify: Homeless on main street.

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: 1-14-20

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



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. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh & McLennan Agency LLC Marsh & McLennan Ins. Agency LLC PO Box 85638 San Diego, CA 92186	CONTACT NAME: Dawn Walter
	PHONE (A/C, No, Ext): 858 587-7540 FAX (A/C, No): 858 909-9707 E-MAIL ADDRESS: dawn.walter@marshmma.com
INSURED Girl Scouts San Diego Imperial Council, Inc. 1231 Upas Street San Diego, CA 92103	INSURER(S) AFFORDING COVERAGE INSURER A : National Casualty Company NAIC # 11991
	INSURER B :
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			KKI23868800	01/01/2020	01/01/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			KKI23868900	01/01/2020	01/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			XKO23869000	01/01/2020	01/01/2021	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: Sale of Girl Scout Cookies 2/07/20 - 3/08/20.

CERTIFICATE HOLDER Simply Home 569 West Main Street, Suite A El Centro, CA 92243	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 <i>Dawn Walter</i>
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