



CHECKPOINT

The official voice of the American Volkssport Association
America's premier noncompetitive sports organization

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September 2014

The Next NEC meeting is October 17-18, 2014

The next NEC meeting will be held at the Sovereign Hotel in Albany, New York. The hotel address is 1228 Western Avenue, Albany, New York 12203. Phone 518-489-2981 or email sales@sovereignhotels.com for hotel reservations. The meeting will start Friday night at 7pm.

EVENT INSURANCE

General Information:

The AVA provided insurance is liability insurance for the protection of AVA, member clubs (including event workers) and additional insured. Additional insured must be identified in the insurance request and is limited to those property owners of the route, start, finish, registration, restroom facilities, and checkpoints. Co-sponsors, other than property owners, will need their own insurance and must provide a copy of this insurance to HQ before the event can be approved.

The insurance is not for the protection of your walkers, but protection for AVA, clubs and property owners from potential law suits and damage occurring from incidents during your event. It does not cover theft, or accidents to walker's personal property.

Any walk or event that is not properly sanctioned is not covered by insurance. Events not covered by insurance puts the AVA Corporation, subordinate clubs, state associations, the National Executive Council, club and state association officers collectively and individually at risk legally and financially.

If you are not required to have someone listed as an additional insured all you need to have at your event is a copy of the blanket policy you can find on the website. On the right of the certificate are the coverage amounts. Please note the amounts listed for medical are in the event the club is found at fault for an injury to a participant; at that point the insurance investigators take over.

Event insurance is renewed every December for the coming calendar year. The current year certificate is in force until exactly January 1. Please do not ask for a 2015 early.

Make sure you DO:

- Submit the insurance request for additional insured coverage to AVA HQ using the feature online, not directly to the insurance company. The insurance company cannot process an application unless it comes from AVA HQ no matter how urgent.
- Send in a request for insurance timely. If the request is dated 60 days or more from the need-by date you specify, additional insured coverage will cost \$10.00. IF the number of days between the request date and the date you need the certificate by are LESS than 60 days it will cost you \$15.00.
- You can have multiple additional insured for the same event as long as the event is the same location and date. The cost will still be \$10.00 or \$15.00 for one or more additional insured for one event.
- Make sure you have the correct information including the relationship of the requested additional insured to your event.
- Make sure each participant signs a start card or log sheet that has the exact disclaimers on it as the start card. These disclaimers were written by the insurance company and are required to be signed by all participants.
- Make sure you have incident report forms at event for filling out. These are critical and must be as detailed as possible as you can make them, including drawings if need be. Include a copy of the start card or log sheet they signed. **An address label alone is not sufficient as anyone could have place it on the log sheet or start card.** These incident reports must come to HQ as quickly as you can send them. If the injured person wants to contact the insurance company, give them the HQ information so we can contact the insurance company with their information.
- Make sure you have water at your traditional events. Our insurance specifies that we have water at all our traditional events.
- Make sure you have a first aid kit. Even minor injuries require an incident report.

Make sure you DO NOT:

- Try to sanction more than one location with one sanction number. The insurance will not cover multiple events at different locations and/or different dates under one sanction number. Each event must be sanctioned separately to be covered by insurance.
- Allow people on the trail that by observation do not look well enough. If the trail is not suited to strollers or wheelchairs do not allow. AVA events are open to the public which means not just members or Volkssporters can attend, but we do have a duty to put safety first.
- Do not hold someone's things. Ask them to lock in their car or take with them. By holding you are becoming responsible if anything is missing or damaged.
- Do not try to explain our insurance coverage to participants just tell them to call HQ.
- Event insurance is renewed every December for the coming calendar year. The current year certificate is in force until exactly January 1. If you have a property owner who demands a 2015 certificate early we cannot supply that until December. The renewal price is not determined by the underwriter until December.

It's Time to Walk – 10.11.12.13.14

Clubs are encouraged to plan a Traditional Event or a Club Walk of one of their YREs or Seasonal Events that will have walkers on the trail at 10:11 on 12/13/14. Because of the unique nature of this national event, clubs may be able to secure some free local publicity. To help with that, RDs will soon have a special news release that clubs can modify to use as their own.

The event patch is available for order from HQ AVA only until September 15th. After the event, to facilitate using extra patches and meeting unexpected need, clubs should let their RD know if they have excess patches or a need for patches. The RDs will exchange information and put clubs together to try and ensure as much need can be met, and no patches are left over as B-awards. [Click here for patch order form.](#)

To order a unique T-shirt, ball cap or other items an account has been set up with cafépress. You place your order directly and pay directly via Cafépress not through AVA HQ. Check it out. [Click here for cafépress.](#)

The unique clock face slug for use in the event stamps will come automatically with the stamp for any sanctioned traditional event being held on December 13th, to receive the slug the event must be sanctioned and approved before October 31. A club doing a walk as an YRE or a Seasonal will be provided the slug when the club orders the event patch. In this case, the slug will be shipped to the club at no additional expense. If a club does not order any patches, the slug can be ordered from AVA at a cost of \$5.00 including postage by October 31.

Given the once-in-a-lifetime nature of this event, it was thought that commemorative t-shirts would be a great memento. While clubs can pursue t-shirts on their own (the patch graphics are available for clubs to use), HQ AVA has arranged for t-shirts to be available for purchase online. See the article in the upcoming TAW for more details.

Certificates are being designed to be presented to clubs recognizing their participation in this national event. While each club will only get one certificate, clubs can make copies to give out to their walkers, if that would make the walk a bit more special.

As of this date, AVA has 60 clubs in 35 states registered to participate. But It isn't too late to join us for this once-in-a-lifetime, world's record walking event. If your club decides to get involved, send an e-mail to your RD with an info copy to SE_RD@ava.org.

Recognition Awards Nominations

Send your nominations for recognition awards to your Regional Director by November 2014. Nomination forms and a guide on how to complete the forms can be found on the AVA website under "Publications and Forms". Remember to be thorough and give detailed information such as other awards your nomination has received. Please use one form for each person. The "Guide for Nominations" will be very helpful. The Awards Committee will review each nomination for national award to assess if the person qualifies for the award requested. That assessment will be based solely on what is written on the form, so you must tell us why the person deserves the award. President's Award nominations go directly to the President by January 1 and do not go through the RDs or Awards Committee.

Special Programs for 2016

New Special Programs are introduced for review and approval by the National Executive Council at each January NEC meeting to begin the following year. In January 2015, the Special Programs will be introduced which would start up in January 2016. Any club contemplating a Special Program must have all the documentation sent to your Regional Director and to the Special Program Committee Chair, Bonnie Johnson no later than November 1, 2014. The documentation should include a colored copy of the patch and its dimensions, the booklet with the program rules, etc.; and an expense report with a minimal order of 100 patches for cost estimation. All information and regulations on hosting a Special Program are on the website under [Administrative/General Admin/Publications/Policies/AVA Special Programs Management Policy](#). Please send your documentation to Bonnie Johnson, Special Program Committee Chair, 25-66th Way NE, Fridley, MN 55432 or in a pdf file to bonjohn@comcast.net

National Volkssport Month

HQ is now out of the National Volkssport Month Patches.

2014-2015 Girl Scout Patches and order form ([Click Here](#))

From HQ Awards processing

The charts for [AVA Processing](#) and [Ten Events](#) comparison are included as attachments.

From HQ Events

[Items Due Report](#)

The American Volkssport Association

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