

MEMBERSHIP, INSURANCE FORM INSTRUCTIONS

PRINT NEATLY - Make it readable for quick processing. **SEE MAILING INSTRUCTIONS ON PAGE 2**

Join FOAM

- 1) Fill out FOAM Outfitter or Guide membership application. If you're a guide moving up to outfitters, we cannot issue membership or insurance until you have your outfitter license. Employee Guides **MUST** fill in endorsing outfitter's personal name. NEW outfitters, check with FOAM office (406-763-5436) or our website for an information form to list your website in FOAM's website database to bring potential clients to you.
- 2) Make out a check payable to FOAM for appropriate membership dues. FOAM dues cannot be pro-rated. Bad checks will result in delay or cancellation of membership and insurance coverage.

Liability Insurance Coverage

Coverage runs from Jan 1 to Dec 31 of any year. Liability coverage will be issued as soon as possible after the questionnaire and payment arrive in the insurance office, typically within 24 hours. **Policies dated after 12/31 of any year may subject outfitters to disciplinary action by the Board of Outfitters.** Insurance premiums may not be pro-rated or refunded

Liability Insurance Questionnaire

- 1) Include business name (if any) and whether business is a corporation, partnership, or other (sole proprietor), full name, outfitter or guide license #, mailing address, phone, email and website address, if any. If you're a guide moving up to outfitter, we cannot issue membership or insurance until you have your current outfitter license and number.
- 2) **OUTFITTERS:** Under RATE calculation, indicate appropriate sum for basic liability insurance, and additional employee guide(s), if any.
- 3) **GUIDES:** Under RATE calculation, indicate appropriate sum for liability insurance. NOTE: Outfitter employee guides **MUST fill in the employing outfitter's name** for cross reference. Bissell will check!
- 4) Optional coverages: indicate additional premium for any additional coverages in RATE calculation column. 5) If motorized watercraft is between 20 ft. and 26 ft. long, you must ask for optional powerboat liability coverage at additional cost. Please fill out Motorized Boat Questionnaire.
- 6) Add figures in RATE calculation column, fill in total. Make check payable to Bissell Agency. Check **MUST BE RECEIVED** before coverage can be issued. Bad checks will result in delay or cancellation of insurance coverage.
- 7) Additional Insureds (government agencies, land owners, etc., you wish to cover.) **NO FEE REQUIRED!** A complete mailing address is required to issue certificates of coverage. Agent does not automatically issue certificates for additional insureds covered last year. You must update that information each year.
- 8) Note activities **NOT** covered by liability insurance, including motorized watercraft over 20 ft long.
- 9) **Remember to SIGN and DATE this form.**

Optional Insurance Coverage Questionnaires

Motorized Boat Liability Coverage: ONLY for boats between 20 ft and 26 ft long. Fill in as appropriate, indicating business name (Doing Business As), if any. Premium will be calculated by agent and must be paid before coverage is active.

Equipment Coverage: Liability insurance coverage does not include loss or damage to YOUR equipment. Send in questionnaire; you will be contacted by Montana International Insurance for payment. Rate: \$1.45 per \$100 of equipment value/\$14.50 per \$1000 value. **No minimum premium.**

- 1) Include year, make, model, serial #, current (NOT replacement) value for each boat and/or trailer
- 2) Gear: include values for major items, such as your boat(s), trailer(s), oars, rowing frames, life jackets, small gas or electric motors, generators, camping gear, coolers, tables, chairs, rods, reels, tackle, flies, rain gear, misc. fishing equipment, gear bags, clothing, etc.

MAILING INSTRUCTIONS

PLEASE read and follow for quick processing. Mismatched forms will delay processing.

Mail membership application & check AND insurance questionnaire(s) & check IN ONE ENVELOPE to:
Bissell Agency, 4055 Valley Commons Dr, Unit A, Bozeman, MT 59715

Remember, ONE envelope for BOTH the FOAM application and the insurance questionnaire and SEPARATE checks for FOAM membership and for Bissell Agency liability insurance premium.

Questions about mailing or FOAM membership? Contact FOAM (406)763-5436, info@foam-montana.org.

Questions about insurance coverage? Contact Art Hoffart in Bozeman (406-586-6230) cell (406-580-6230) or Aurelia Ewan (406-800-815-6230, Ext. 9)