

% FIRST PRESBYTERIAN CHURCH OF RIDGEWOOD 722 EAST RIDGEWOOD AVENUE RIDGEWOOD, NEW JERSEY 07450 John J. Pensec, Treasurer 11 Pamrapo Court East Glen Rock, NJ 07452 Phone No. 201-394-3482 Fax No. 201-447-5780 jpensec@optonline.net

TO ALL COMMITTEE/PROGRAM CHAIRMAN

TOURS & DAY TRIP EVENTS

INSURANCE COVERAGE

IN ORDER TO MAINTAIN COVERAGE ON <u>DAY TRIPS INVOLVING A</u> <u>COMMON CARRIER</u>

IT IS NECESSARY TO OBTAIN INSURANCE COVERAGE BY THE EVENT CHAIRMAN. THIS IS EASILY DONE BY CALLING THE INSURANCE COMPANY THE DAY BEFORE THE TRIP (OR THE MORNING OF THE TRIP) WITH THE NUMBER OF PARTICIPANTS AND YOUR EVENT DESTINATION. THIS IS EASILY DONE WITH A PHONE CALL TO THE FOLLOWING:

AGENCY NAME: BROWN & BROWN OF LEHIGH VALLEY
CONTACT NAME; DOROTHY
CONTACT PHONE NUMBER: 1-610-974-9490

IF THERE ARE ANY QUESTIONS &/OR ISSUES, PLEASE CONTACT JOHN PENSEC @, 201-394-3482

04/12/2012

Extablished under the auspices of THE FIRST PRESBYTERIAN CHURCH of RIDGEWOOD, NEW JERSEY