

## INSURANCE RENEWAL 2023/2024

During February/March 2023 you will receive an Insurance Notice from the GCA for the premium due for your insurance cover for 2023/2024 (4.00pm 30<sup>th</sup> April 2023 to 4.00pm 30<sup>th</sup> April 2024).

In order that the correct amount is shown on your notice, it is necessary for the GCA to receive your **TOTAL MEMBERSHIP** number as of 19<sup>th</sup> February 2023. This number should include all your members you want covered by the GCA Insurance – Members, Life Members, Social Members, Junior Members, Joint Members.

**NOTE:** Insurance invoices will be forwarded in March/April 2023, payment will be debited on or about 21st April 2023.

When you receive your Certificate of Currency, advise your Club Committee where it is filed and perhaps send the electronic copy to other Executive Committee members.

**PLEASE RETURN THIS FORM TO ENSURE ACCURATE COST OF PREMIUM.**

**DUE DATE: RETURN THIS SECTION BY 19<sup>th</sup> FEBRUARY 2023.**

**CLUB NAME:** \_\_\_\_\_

**POST CODE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

I certify that our **TOTAL MEMBERSHIP** as at 19<sup>th</sup> February 2023 is \_\_\_\_\_ persons.

Please indicate if your club holds large commercial events, for which an additional premium may be required\* \_\_\_\_\_ **YES/NO**

(\*A large commercial event is defined as one where more than 1000 non-members attend over the life of the event. Separate cover must be obtained for these events each year. The relevant application form can be found on the GCA web site ([www.gardenclubs.org.au](http://www.gardenclubs.org.au)) or can be posted on request.

**NAME:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**OFFICIAL POSITION:** \_\_\_\_\_

**Email completed form to: [insurance@gardenclubs.org.au](mailto:insurance@gardenclubs.org.au)  
or Post to:**

**Director of Insurance, The Garden Clubs of Australia Inc.  
1 Addington Street, Burdell, Qld, 4818**

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