



VOLUNTEER WORKERS AND PUBLIC LIABILITY INSURANCE FOR 2016/2017

To: Parish Secretaries
(Copy to Incumbent for Information)

From: Linda Wilson, Parish and Administrative Services Manager

Date: 15 June 2016

Subject: **Insurance Renewal – Major Events**

Memo: 017/2016

Major Events:

Public Liability insurance cover is provided under the Anglican National Insurance Program. This insures us for bodily injury or personal injury or damage to property caused by an occurrence or accident during the period of insurance.

Last year, you were asked to provide a list of Major Events expected to be held in the period between the dates of 1 November, 2015 to 31 October, 2016. This includes major activities and special events such as fetes, fun days, festivals, fundraisers, Christmas carols and Parish picnic days. This list is attached for your reference.

If your Parish is intending on holding a major event this year, would you please complete the attached form and return it to the Diocesan Office to be received by Friday 8 July 2016.

Thank you

*For the quickest processing please send your form via email by Friday 8 July to:
parishreturns@newcastleanglican.org.au*

Linda Wilson
Parish and Administrative Services Manager