

Hold Harmless Agreement

POLICY

A hold harmless agreement is a legal agreement that states that one party will not hold another party liable for risk, often physical risk, or damage. There are occasions when a troop/group or service unit may participate in an activity that requires the participant to sign a hold harmless agreement/waiver.

Girl Scouts of the USA recommends that for the protection of both Girl Scouts Western Pennsylvania and the girls and volunteers participating in the activity, participation is limited to those sites and events that carry at least \$1 million in liability insurance. A copy of the organization's certificate of insurance and a copy of the hold harmless agreement/waiver must be submitted to Girl Scouts Western Pennsylvania for approval.

Girl Scouts Western Pennsylvania does not make recommendations about whether parents/guardians should sign waivers. This is the responsibility of the parent/guardian.

To participate in an activity or event that requires a hold harmless agreement/waiver, please complete the following steps four weeks prior to the event.

PROCEDURE

1. Confirm and obtain a copy of the facility's \$1 million liability insurance policy.
2. Submit a copy of the requested hold harmless agreement and the certificate of insurance to your membership engagement specialist four weeks prior to the event.
3. The membership engagement specialist will submit a request for review.
4. The director, membership engagement will review the request and decide if it is approved, denied, or if more information is needed.
5. The director, membership engagement will contact the leaders of the event about the determination. If the request is denied, the director will provide a reason.
6. Parents/guardians are responsible for signing participation waivers. Troop leaders may not sign waivers for children for whom they are not legally responsible.
7. Have a great event!