

November 4, 2023

Dear Club Insurance Chairman

**THE INSURANCE PORTAL IS OPEN!
MAKE SURE YOU ARE USING THE CORRECT YEAR PORTAL.**

The USDA Insurance portal is open for you to enter your 2024 membership. You CAN delete members who have not returned in the initial enrollment. Make sure you are spelling names correctly. If you see you have misspelled before you submit it, you just need to delete them and re-enter it spelled correctly.

The portal is still open for 2023 in case you have new members that need coverage for the next two months.

Not new but changed for 2024 – You must put an asterisk (*) after the last name of people who you are not paying for with your club – those who belong to two clubs or more and another club is paying their insurance. You no longer need to put the club, but you still need to put the * after their last name. It is very important. **DO NOT PAY FOR THOSE MEMBERS.**

Please read the two attached documents from the National Insurance Coordinator. Very important information is in them.

Please use this email (moinsurance@kc.rr.com) to communicate with me on insurance matters. **DO NOT USE** doins@kc.rr.com. It will delay my reply to you. If you have questions, do not hesitate to call me. You can text me also, but don't make it lengthy.

The deadline for me to have your insurance enrollment in hand or postmarked by is December 1, 2023 to be eligible for the rebate (if your state dues were paid by November 1). Rosa Davis will send me a list. The rebate will be \$35 for this year.

If there is a problem with meeting that deadline, PLEASE contact me to discuss the problem.

If you can't enter the info into the portal yourself, please contact me about how we can solve the problem

Now for the important stuff – the insurance rate for 2024 is **\$5.50** per dancer. I will hold up any club submission that does not pay the correct amount for 2024. If paying for 2023 members it is still \$5.25. If your club does not have 8 members they are paying insurance for, they are considered a "minimum club" and should send a check for \$50. If all your members are covered by insurance through another club, you still need to send me a check for \$50. Please contact me if you are not sure how much you should send me.

The National Chairman has sent me some deadlines that I need to meet to make sure you have insurance in January.

DEADLINES:

December 4, 2023 – Summary and check due for your 2024 clubs.

December 1, 2023 – Summary and check for clubs that will be having a New Year's Eve dance.

The USDA Webinar, November 11, 2023 will be on Insurance. There will be a link to this webinar on the website (usda.org).

December 24, 2023 to January 1, 2024 the National Chairman will be unavailable to process clubs or check email; she will be out of town with family.

Questions or concerns? Contact me.

Edythe Weber

Missouri Insurance Chairman

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