

SOCIETY OF CANADIAN WOODWORKERS INSURANCE PROGRAM APPLICATION

APPLICANT INFORMATION

Legal Name:

Mailing Address:

City:

Province:

Postal Code:

Risk/Meeting Address:

City:

Province:

Postal Code:

Email:

Contact:

Phone Number:

Effective Date:

COMPANY INFORMATION

Annual Operating Budget:

Total Number of Members:

List of Activities (Weekly & Annually):

Does your Guild Remain in Good Standing with the Society of Canadian Woodworkers? **YES:** **NO:**

STANDARD COVERAGES

Commercial General Liability:

\$2,000,000 Limit

\$1,000 Deductible

Medical Expense Limit:

\$2,500 Any One Person,
\$10,000 Any One Accident Each Occurrence Limit

Tenants Legal Liability Limit:

\$250,000

\$1,000 Deductible

Directors & Officers

\$2,000,000 Limit

\$1,000 Deductible

Miscellaneous Property Floater

\$10,000 Limit Per Guild

\$1,000 Deductible

Non - Owned Auto

\$2,000,000 Limit

Standard Premium: \$495, plus applicable tax

Optional Coverage: \$5,000,000 Commercial General Liability limit available on a per guild basis - **additional \$100 per guild** - **YES:** **NO:** -- **Excludes Products Liability**

Optional Coverage: Increased Misc. Property Limits are available for an additional **\$50 per \$10,000** in coverage, please specify limit requested: **Base:** , **\$20,000:** , **\$30,000:** , **Other:** _____

Optional Coverage: Liability Coverage for Instructing Operations **additional \$50 Per member subject to a minimum \$100 per Guild** **YES:** **NO:** Number of Members Instructing:

Complete and Signed 'Woodturning Instructor Insurance Registration Form' attached? **YES:** **NO:**

Optional Coverage: Products Liability / Products and Completed Operations:

\$2,000,000 Limit - **additional \$100 per Guild** - **YES:** **NO:**

\$5,000,000 Limit - **additional \$200 per Guild** - **YES:** **NO:**

ANNUAL REVENUE FROM PRODUCT SALES FOR GUILD - TOTAL: _____

AND additional \$100 per individual member selling \$2,500 to \$9,999. **YES:** **NO:**

Number of Guild Members with sales of \$2,500 to \$9,999: _____

AND additional \$200 per individual member selling \$10,000 or more - **YES:** **NO:**

Number of Guild Members with sales of \$10,000 and Over: _____

List of Wares Sold Provided? YES: **NO:** - attached schedule of wares/items sold

Signature of applicant:

Date:

Print Name:

Position:



**CANADIAN INSURANCE
BROKERS INC.**

RETURN TO ----->

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sbell@cibi.ca www.cibi.ca



Society of Canadian
Woodworkers

Woodturning Instructor Insurance Registration Form

Name: _____

Address: _____

Telephone: _____

email: _____

Guild: _____

Maximum number of students per year _____

Estimated gross revenue _____

Completed Operations Liability for any Instruction Classes is insured through Everest Insurance Canada and facilitated through the offices of Canadian Insurance Broker Inc. (CIBI) as part the Society for Canadian Woodworkers Insurance Program

It is offered to guild members who have a minimum 5 years wood turning experience and who agree to the following conditions.

- only one student at a time, continuously supervised
- no minors unless accompanied by an parent or guardian
- all instruction will follow and teach safety guidelines which are presented on the attached page.

I _____ agree with the conditions listed above and agree to follow attached safety guidelines.

Dated: _____

Signed: _____

This registration is valid for one year and must be renewed annually to remain in effect.

Registration period _____

Society of Canadian Woodworkers Safety Guidelines

- A full face shield is required during the turning session, this can be used over glasses if needed.
- Gloves are not allowed.
- A dust mask or full dust extraction is used during sanding.
- Hearing protection is required if a table saw or jointer or other noisy equipment is used to prepare the wood blanks
- Use a smock to keep sawdust from getting into ones clothes, some wood can be a skin irritant
- Consider your work environment. Don't use a lathe in damp or wet locations. Do not use in presence of inflammable liquids or gases, and always keep a fully-charged fire extinguisher close at hand. Keep your work area well lit.
- Keep tools sharp and clean for better and safer performance. Don't force a dull tool. Don't use a tool for a purpose that it was not designed for or intended for
- Turn the lathe off before adjusting the tool rest or tool rest base. Check that all locking devices on the tailstock and tool rest assembly (rest and base) are tight before operating the lathe.
- Don't overreach, keep proper footing, and keep your balance at all times.
- Remove chuck keys, adjusting wrenches, and knockout bars before turning on the lathe.
- Ensure the belt guard or cover is in place. Rotate your workpiece by hand to make sure it clears the toolrest and bed before turning the lathe on. Be certain that the workpiece turns freely and is firmly mounted.
- Guard against electric shock. Inspect electric cords for damage. Avoid the use of extension cords.
- When using a faceplate, be certain the workpiece is solidly mounted with stout screws (#10 or #12 sheet metal screws as a minimum) Do not use dry wall or deck screws.
- Be aware of what turners call the "red zone" or "firing zone." This is the area directly behind and in front of the workpiece, the areas most likely for a piece to travel as it comes off the lathe. A good safety habit is to step out of this zone when turning on the lathe, keeping your hand on the switch in case you need to turn the machine off. When observing someone else turn, stay out of this zone.
- Always **check the speed** of the lathe before turning it on. Exercise extra caution when using stock with cracks, splits, checks, bark pockets, knots, irregular shapes, or protuberances.
- Hold turning tools securely on the toolrest, holding the tool in a controlled but comfortable manner. Always contact the tool rest with the tool before contacting the wood.
- Never leave the lathe running unattended. Turn power off. Don't leave lathe until it comes to a complete stop.
- Always remove the tool rest before sanding, finishing, or polishing operations
- Note that, when running a lathe in reverse, it is possible for a chuck or faceplate to unscrew unless it is securely tightened or locked on the lathe spindle.