

The U.S. Rotary Club and District Liability Insurance Program (“Program”) automatically provides U.S. Rotary clubs and districts with general liability (“GL”) and directors’ & officers’/employment practices liability (“D&O/EPL”) insurance. It is paid for by U.S. Rotarians on the July Semiannual Report.

[Where to Go? Insurance Information Portal](#)

For the certificate of insurance, insurance policies, summaries, forms, and loss control guidelines, it is highly encouraged to visit the *Insurance Information Portal*:

www.locktonportal.com/sites/rotary/resources

Username: Rotarian

Password: Resources#1

Note: Username and password are case-sensitive. This portal is for U.S. Rotary club/district use only.

[Connecting with Clubs - Annual Mailing to U.S. Rotary Club Officers](#)

Risk Management has emailed an annual insurance update to all U.S. Rotary club officers* on record; however, most clubs won’t receive this message. Click [here](#) to view the message that was sent to U.S. Rotary club officers (login above). To ensure that all clubs are aware of their insurance coverage, your district is encouraged to include a note in your next district-wide communication about this insurance Program.

[Connecting with Districts - District Insurance Representative \(“DIR”\)](#)

We have requested that each district select and report one insurance representative to Risk Management. We hope that the DIR can help raise awareness about the Program in your district and direct those who have questions about insurance appropriately (to the *Insurance Information Portal*, insurance broker (Lockton), Risk Management). This is an informal role to help ensure all U.S. Rotarians know about the Program. **We have a DIR recorded for your district already.**

[Need to Report Claims? Incident Reporting](#)

Report all incidents that may lead to a claim or lawsuit to Risk Management at claims@rotary.org or by fax to (847) 556-2147. The Incident Report form is available on the *Insurance Information Portal*. If your district or a U.S. club in your district is served with a lawsuit, please contact Risk Management immediately.

Sincerely,

Julita Brzozowska
Risk Manager, Rotary International

[Insurance Broker](#)

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