

Sporting California USA

Certificate of Insurance (COI) Request Form

Instructions

- This form must be completed and submitted by the Director for the respective region.
- Email the completed form to: thutcheson@sportingca.us
- Attach any previous COI, sample certificate, permit, or required insurance language from the facility.
- Allow adequate processing time after all required information is received. Allow for 5-10 business days to process.

Item	Information
Director Name	
Region/Program	
Email	
Phone	
Facility Name (Legal Name)	
Certificate Holder (Legal Entity)	
Facility Address	
City / State / ZIP	
Field(s) Requested	
Purpose	Practice / Training / Games / Camp / Tournament
Program	
Age Group(s)	
Start Date	
End Date	
Days / Times of Use	
Additional Insured Required?	Yes / No
Endorsement Required?	Yes / No
Special Insurance Language	
Attachments Included	☐ Previous COI ☐ Sample COI ☐ Permit ☐ Insurance Language ☐ Other

Director Checklist

- All fields completed.
- Certificate holder name matches the facility's legal entity.
- Facility address verified.
- Previous COI/sample requirements attached (if available).
- Emailed to thutcheson@sportingca.us.