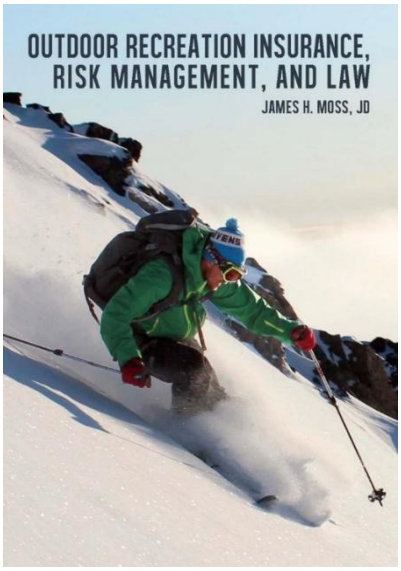
Information and Agreement to Write a Release for You.

Print Legibly Please! Cross Out the Sections that Do Not Apply to You.

Outdoor Recreation Insurance, Risk Management, and Law 2
Terms and Terminology 2
Business/Organization Information 5
Identify all Shareholders, Partners, Members, or other Owners of the Business/Organization 5
Identify all of your store fronts 6
How will the Release be Used? 6
Insurance Information 7
Professional Associations 7
Are any of your Store Fronts affiliated or support Non-Profits/Clubs/Social Groups (Herein “Club”) 7
Other Issues 8
Do You Sell Paddlesports Equipment? 8
Whitewater Rafting/Duckies/Paddleboards/Hard Shell Kayaks/Pack rafts, etc. 8
Winter Sports 9
Cycling Demos 9
If You Are a Dive Operator/Use Dive Operations 9
Do any of your Store Fronts have a Climbing Wall 10
Ocean Events 11
Hiking/Birding/Exploring 11
Sports Activities/Leagues 12
Summer/Day or Kids Camps 12
Demos 12
Rentals and Demos 13
Disabled Guests 14
Events 15
Winter Rental Operations 15
Rental Operations: equipment, not transportation 16
Rental Operation Insurance 17
What have I missed? 18
Fee Agreement 19

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My Book



Outdoor Recreation Insurance, Risk Management, and Law

Free Shipping if Purchased with legal services.

Terms and Terminology

Not all of these terms may apply to your situation, program, or business

Agent: An agent is someone who is working on behalf of another person or business. Their authority comes from the principal and is defined by the principle.

Booking Agency/Agent: A booking agent is someone who arranges meals or activities for their guests. An example you run a commercial campground or resort, and you set up trips for your guests to go whitewater rafting or sailing; you are a booking agent. It does not matter if you are receiving money or a commission from third parties.

Commercial Campground: a location where you allow camping for a fee. You are responsible for the land or have a lease to operate the campground, including from the US Forest Service or National Park Service.

Commercial Use: All Federal Land managers (NPS, USFS, BLM, USFWS, etc.) require any user to have a commercial permit if they are operating on federal land (or water), and any person in the group is receiving any compensation for the activity or trip. Many State, Local, City, and/or County parks and open spaces require permits nowadays for commercial use. Commercial use is defined differently by each land manager; however, in most cases, the use is simply someone being paid to be on the land.

Concession: a permit, agreement, or contract to sell items at a fixed location to the public. This may also include a place in a campground or other location to sell food and sundries.

Concessionaire: Someone (or a business) who has been issued a Concession Contract to engage in commercial activities on National Park Service land.

Consumer: a person coming to you to buy your product or to hire you to perform a service. Consumers are protected by State and Federal Consumer protection laws. Elderly consumers, over age 65, in general have more laws providing them with protection.

Guests, Participants, and Minors are Consumers.

Corporation: the older type of business entity. Corporations have shareholders and officers. Corporations are required to have an annual shareholder meeting and at least quarterly board meetings. Failure to follow all corporate formalities can result in piercing the corporate veil or the loss of the legal protection provided by the corporation.

EMS: Emergency Medical Services, the response system when you call 911.

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Foreign Business: an operation based in another country that does enough business with US clients, has a business or office in the US, or has enough contacts in the US to be brought into a US court to be sued.

Foreign operation: Business based in the US doing business in other countries.

Guest: A guest is someone paying you to take them on a trip or to experience your activity.

Guide: a guide is a volunteer or an employee (including you) who will be leading or identified by the guest as a leader of the group.

International: Operating outside of the United States. You are international if you are based in Canada, Mexico, Europe, etc.

Land Owner: the person holding legal title to the land, whether an individual, couple, family, or corporate entity

Limited Liability Company (LLC): This type of entity is more effective in stopping lawsuits. LLCs are easier to set up and do not require all of the formalities of a regular corporation. LLCs do not have shareholders or officers. They have Members and Manager(s).

Manager: person(s) delegated with the responsibility to make decisions and run a limited liability company.

Member: is someone who is an investor in a limited liability company. They may or may not have the power to make decisions. Members are NOT shareholders and do not have the same rights as shareholders.

Minor: someone under the age of 18 or 19 if you are operating in Alabama or Nebraska, or 21 in Mississippi)

NPS: National Park Service

Non-Profit: In the US, a non-profit is an organization, corporation, LLC, trust, etc., which has a purpose other than to make money. To qualify for non-profit status with the IRS, the non-profit must have a charitable purpose. In most states, non-profits have some protection from lawsuits, but all should still use a release.

Non-Governmental Organization (NGO): Most other countries do not have non-profit organizations and are classified as NGOs. They differentiate themselves from the government and normally have a charitable function. The US does not have NGOs.

Officer: a person with the authority to make decisions concerning the corporation, business, LLC, etc.

Outfitter: a company in the business of taking guests out into the wilds, wilderness, backcountry, or down rivers, across lakes, etc. Taking guess places, they normally do not visit or are different from the area where they live. An Example of an outfitter is a rafting company taking guests down a river with whitewater, a mountaineering company guiding guests up to the tops of mountains, or a trekking company leading guests to areas they might never have been before.

Participant: A participant is someone paying you to take them on a trip or to experience your activity.

Partner: someone who is a manager, boss, officer, and equally liable as all other partners for any liability of the business. You do NOT want to operate your outdoor industry business as a partnership.

Partnership: An organized group of people doing business as a partnership. Partners are equally liable for the debts and liabilities of other partners. A partnership is the worst form of entity for operating an outdoor recreation business. You do NOT want to operate your outdoor industry business as a partnership.

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Permit: authorization by the US Forest Service, and/or some State and/or Local parks or open spaces to use the space commercially. Without the permit for use, you are trespassing.

Recreational Use Statute: A statute (law) enacted in all fifty states, to different degrees, prevents a landowner from paying for the injuries or losses of someone who comes upon their land and is injured on the land. To be effective, the landowner cannot charge for the recreational use of the land. The effectiveness of Recreational Use Statutes varies from state to state.

Renter: someone who is renting the gear, equipment, or transportation (that they control) from you. Similar to a Guest or Participant

Rep: independent contractor paid by commission to sell products of a manufacturer.

Retailer: A retailer establishment, licensed to do business in the city, state, and county where they are located, in the business of selling, renting, repairing, and/or servicing equipment, gear, or rental products.

Shareholder: is an investor with no responsibilities or duties in your business

Third Party: someone who is not you or your guest/client/customer. A third party is someone you send your guests to for entertainment or who provides services to your guests, such as transporting them somewhere. You need to make sure your guests always understand that you are not responsible for the third party.

Travel Agent: A specialized agent who sells travel to consumers. Their authority is defined by the airlines, hotels, resorts, etc.; they are selling and are very limited.

USFS: United States Forest Service

Volunteer: someone not being paid to work for you but provides volunteer time and work for something other than a paycheck. This might be a lift ticket, the ability to go along for the trip, etc. You have the same liability for a volunteer that you have for an employee. Volunteers have some protection from the State and Federal Volunteer Protection Acts.

Please review every section of this form and complete any section that the title may not apply to you, but that is a service, business, or program you may offer. Color blocks indicate sections that are part of the main section.

Complete the information for the services or programs you offer now or are planning to offer in the future, over the next three years.

Upon Receipt of your information, a draft release will be sent to you within 2 weeks. If you need your release faster, please let me know when you return this form. Normal processing from receipt of this form to a completed document is thirty (30) days or less.

The purpose of this form is to collect information, NOT to make a judgment on what you do or have. Don't worry about your answers; answer honestly, and if you have questions about an answer, please let me know. We want to find, identify, and protect you from the risks to your guests and you. This form is not meant to imply that you are doing anything right or wrong!

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Please Write Legibly

Business/Organization Information

Your Name: _____

Title: _____

Phone Number: _____ Email Address: _____

Legal Name of Business: _____

Name the Business does business as: _____

Address & County of the business: _____

The legal address of the business: _____

Address & County of other Locations:_____

_____

_____

How long has the business been operating (doing business)? : _____

Type of Business: ☐ Sole Proprietorship ☐ Partnership ☐ LLC ☐ Corporation

State Entity/Business is registered in:_____

Countries you do Business in: _____

Website: _____

Do you plan to use this Release Online? _____

Will you need to use paper copies of the release? _____

Do you have a Deadline for this job? _____ ☐ Yes ☐ No

What is that deadline?_____

Why? _____

Identify all Shareholders, Partners, Members, or other Owners of the Business/Organization

Use Additional Sheets of Paper if Necessary. Please Print

Name	Title	Email	Phone	Authority to Work with me.

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Identify all Officers of the Business/Organization

Name	Title	Email	Phone	Authority to Work with me.

Identify all Managers, Vice Presidents, Officers, etc.

Name	Title	Email	Phone	Authority to Work with me.

Identify all of your store fronts

Name	Address	County	State

Use Additional Sheets of Paper if Necessary. Please Print

How will the Release be Used?

Are you planning on using this release as an online release, never needing to print a copy?

☐ Yes ☐ No

Are you only planning on using this release on paper? ☐ Yes ☐ No

You will need both an online version and a paper copy of the release. ☐ Yes ☐ No

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Insurance Information

What is the name of your current Insurance Company? _____

What is the name of your insurance agent? _____

What is your insurance agent's contract info? Agency Name: _____

Email: _____ Phone: _____

Address: _____

Professional Associations

Do you belong to any professional Associations or Trade Associations for your business? If so, please list them. _____

_____

_____

Are any of your Store Fronts affiliated or support Non-Profits/Clubs/Social Groups (Herein "Club")

Example Hiking Club, Group Cycling Rides, Monthly meetings, etc.

Describe how your Club was created. _____

_____

Describe the purpose of your Club. _____

_____

Does your Club have meetings? ☐ Yes ☐ No

How often are your meetings? _____

Where are your meetings held? _____

Does the Club have leaders? ☐ Yes ☐ No

How are those leaders determined? _____

If a new member of the Club were asked who was in charge, who would they name? _____

_____

Does the Club collect any money for any reason? ☐ Yes ☐ No

How much? _____

For what? _____

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Does the Club have a bank account? ☐ Yes ☐ No

Is the Tax ID Number or Social Security Number on the bank account from a person, or is it a number received from the IRS for the group? _____

Does the club have assets that are not real estate ☐ Yes ☐ No

Please describe those assets. _____

_____

_____

Is any training required to use the assets? ☐ Yes ☐ No

General Activities

You put on or sponsor events:

☐ Festivals ☐ Races ☐ Triathlons ☐ Races are Sanctioned by some association

☐ Contests ☐ Participate in X-Games

Other Issues

Do you sell your products online to consumers? ☐ Yes ☐ No

Do you do any work on the product after it arrives in the US? ☐ Yes ☐ No

Do you mount bindings on skis? Are your employees the ones who mount the binding, part of the binding indemnification training program? ☐ Yes ☐ No

Do you Sponsor Athletes? ☐ Yes ☐ No

Do You Sell Paddlesports Equipment?

Whitewater Rafting/Duckies/Paddleboards/Hard Shell Kayaks/Pack rafts, etc.

Do You Demo this equipment

River/Body of Water Name	Section	Class

Do any of these rivers have any dams or spillways on them? ☐ Yes ☐ No

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Please describe: _____

Are any of these rivers prone to having strainers on them? ☐ Yes ☐ No

Are you allowed to clear them out? _____

Do you? ☐ Yes ☐ No

Winter Sports

Do you work in Cold Temperatures? _____

Do you work with or at a Ski Area or Ski Resort? _____

Name of the Ski Area or Resort? _____

Do you work with kids? _____ Age range of the youth? _____

If you do not work at a resort, how far are you from the EMS system? _____

Cycling Demos

Do you require prior riding experience? _____

Will you be riding on roads with vehicles? _____

Will you be riding off-road? _____

If You Are a Dive Operator/Use Dive Operations

Answer the following if the dive operation is yours or if you use a third-party dive operation.

What is the maximum depth that you dive with clients? _____

Do you do mixed gas dives ☐ Yes ☐ No

Are **all** instructors certified by a dive training program: ☐ NAUI ☐ PADI ☐ SSI ☐ SDI ☐ TDI?

Are **all** dive masters certified by a dive training program: ☐ NAUI ☐ PADI ☐ SSI ☐ SDI ☐ TDI?

Do you do wreck diving? ☐ Yes ☐ No

Do you do Cave Diving? ☐ Yes ☐ No

Do you do drift boat diving? ☐ Yes ☐ No

How many boats do you operate? _____ Are they live aboard boats? ☐ Yes ☐ No

How far to the nearest recompression chamber? _____

How many hours is the trip to the chamber? _____

If you are using third-party dive operations, are they insured with a US-based insurance company or a foreign company that will offer US insurance? _____

Are you listed as an additional insured on their insurance policy? _____

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Do any of your Store Fronts have a Climbing Wall

How many routes do you have in use at one time? _____

Location 1 _____

Location 2 _____

Location 3 _____

Location 4 _____

Location 5 _____

Use other sheets of paper if necessary

How many volunteers/staff/employees do you have on hand, with the minimum number of people on the wall? _____

What are your volunteers/staff/employees to participant ratio generally? _____

How high is your wall? _____

Do you allow people to lead on your wall? _____

How high is the lead section of your wall? _____

What type of belay system(s) do you use? _____

_____

Will you be using the Petzl GriGri? _____

Do you use any auto-belay devices? _____

What type? _____

How often do you check your auto-belay devices? _____

Will your staff be able to watch the area where the auto-belay devices are used? _____

Have you had any injuries other than minor injuries? _____

Have you had any litigation concerning the use of your wall? _____

Do you require full-body harnesses for minors? _____

Do you have a Bouldering Area? _____

How high do you allow people bouldering to climb? _____

Is that height marked on the wall, so Climbers can see it while climbing? _____

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Are all employees, janitors, front desk people, etc., trained in how your system works, harness, tie-in, and auto belay? _____

Do you sponsor climbing teams? _____

Do you have climbing teams that are for climbers under age 18?_____

Do your climbing teams compete at other locations or gyms out of state? _____

How do your climbing teams get to the other climbing locations?_____

_____

Do you provide transportation for the team members? _____

Do you pay for team members' transportation? _____

Do you arrange the team transportation? _____

If the climbing team is minors, do you require parents to attend? _____

Must each minor be accompanied by a parent? _____

If parents are not required to attend, how many adults are in attendance based on the number of minors in attendance?_____

Ocean Events

Do you have a minimum age? _____

Do you have the required safety equipment? _____

Do you notify the Coast Guard or other agency in advance of the event? _____

Hiking/Birding/Exploring

On average, how far are any hikes from your stores?_____

How long are the hikes/trips you offer? ☐ 1 km ☐ 2 km ☐ 3 km ☐ 4 km

☐ 5 km ☐ 7.5 km ☐ 10 km ☐ 15 km ☐ 20 km ☐ Greater than 25 km

What is the elevation gain during one of your hikes? ☐ 100 m ☐ 300 m ☐ > 1000 m

On these hikes, do any volunteers/staff/employees carry communication equipment?_____

On these hikes, do any volunteers/staff/employees carry first-aid kits? _____

Are your guests told to bring specific clothing or equipment, or wear specific clothing or equipment?

What? _____

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_____

If the guests do not bring the required clothing or equipment, do you provide them?

_____

What are the chances of your guests encountering plants or animals that can cause problems for them? _____

What are the chances your guests could die from encountering a dangerous plant or animal?

_____

Sports Activities/Leagues

Sports Offered

☐ Basketball ☐ Baseball ☐ Softball ☐ Volleyball ☐ Football ☐ Flag Football
☐ Tackle Football ☐ Soccer ☐ Dodgeball ☐ Lacrosse ☐ Field Hockey ☐ Capture the Flag
☐ Frisbee ☐ Golf

What other sports do you offer? _____

_____

_____

Do you offer Cheerleading training or instruction? _____

How high do you allow your cheerleaders to perform? _____

Do you allow your cheerleaders to do aerials? _____

Do you provide spotters for cheerleader instruction? _____

Summer/Day or Kids Camps

Kids Sleep in Tents ☐ Kids Sleep in Tents on Platforms ☐ Kids Sleep in Tents on Ground ☐
Kids Sleep on Beds ☐ Kids Sleep on cots ☐ Kids Sleep on Pads ☐ Day Camp ☐
Meals Prepared in Dining Hall ☐ Meals Prepared by Campers ☐ Combination of both
☐ Kids bring their own meals

Camp is how far from EMS _____

Camp is how far from the closest hospital_____

Do you have a Camp Nurse? _____

What is the highest level of First Aid training on your staff? _____

Demos

☐ Road Bike Demos ☐ Mountain Bike Demos

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- ☐ BMX Demos
- ☐ Cross-Race Demos
- ☐ Electric Bike Demos
- ☐ Electric Mountain Bike Demos
- ☐ Bike Races Road
- ☐ Mountain Bike Races
- ☐ Downhill Races
- ☐ Cross Races
- ☐ Bike Contests
- ☐ Rentals
- ☐ Overnight Rentals
- ☐ Group or Shop Rides
- ☐ Riding Classes
- ☐ Paddlesport Demos
- ☐ Rock Climbing Demos
- ☐ Avalanche Classes

Rentals and Demos

☐ Winter ☐ Summer ☐ Year Round

Do you rent Skis ☐ Yes ☐ No

Do you rent snowboards ☐ Yes ☐ No

Do you rent X-Country Skis ☐ Yes ☐ No

Do you Rent backcountry skis ☐ Yes ☐ No

Do you rent Avalanche Transceivers ☐ Yes ☐ No

Do you rent Avalanche Airbags ☐ Yes ☐ No

Do you rent bicycles? ☐ Yes ☐ No

Do you rent electric (E-Bikes) bicycles? ☐ Yes ☐ No

Do you rent electric (E-bikes) mountain bicycles? ☐ Yes ☐ No

If you are renting battery-powered equipment, are the recharging stations safe & not a fire hazard?
☐ Yes ☐ No

Do you have an age minimum? ☐ Yes ☐ No What is it? _____

Do you have a maximum distance or boundary? ☐ Yes ☐ No

Are helmets included with the rental? ☐ Yes ☐ No

Do the renters understand the rules, or are they provided with a set of rules? Yes ☐ No ☐

Do the Rules cover who is allowed to operate the machine? Yes ☐ No ☐

Do the Rules cover where the machine is allowed to be operated? Yes ☐ No ☐

Do those rules include:

- # of people on a machine? ☐ Yes ☐ No
- Helmet use? ☐ Yes ☐ No
- Who can drive? ☐ Yes ☐ No
- Age of Driver? ☐ Yes ☐ No

Do you provide renters with maps or other information on where to ride? ☐ Yes ☐ No

Do you provide renters with information or maps on where not to ride? ☐ Yes ☐ No

Please attach all information you provide to renters.

Do you inspect the equipment when it is returned to you? ☐ Yes ☐ No

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Do you maintain logs of your inspections? ☐ Yes ☐ No

Do you make repairs to equipment yourself/employee? ☐ Yes ☐ No

Do you require a deposit on your rentals? _____

How do you take that deposit? ☐ Credit card ☐ Cash

Do you have a separate written agreement for the deposit? ☐ Yes ☐ No

Please list and describe all other equipment you rent.

Name	Description	Horsepower
_____	_____	
_____	_____	
_____	_____	
_____	_____	
_____	_____	
_____	_____	

Use Additional Sheets of Paper if Necessary

Do you have an employee on site to make sure the equipment is maintained and used properly? ___

Do you provide all the required safety equipment with the rental? _____

Do you identify all safety issues to the renter? _____

Do you demo on private land? ☐ Yes ☐ No

Do you have a written agreement for the use of the land? ☐ Yes ☐ No

Please attach a copy of that agreement

Do you demo on state land? ☐ Yes ☐ No

Do you have a written agreement for the use of the land? ☐ Yes ☐ No

Please attach a copy of that agreement

Do you have a permit/concession agreement to operate on federal land? ☐ Yes ☐ No

Please attach a copy of that agreement/permit

Are your rentals for more than one day? _____

Do you allow the rentals to be taken out of state? ☐ Yes ☐ No

Disabled Guests

Do you hold yourself out as an organization specializing in working with disabled guests? _____

Do you provide services for other businesses or programs by dealing with their disabled guests? ___

What business or programs do you provide this service for? _____

_____

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_____

Events

☐ **Do you put on events**: ☐ **Yes** ☐ **No?**

- ☐ Festivals
- ☐ Races
- ☐ Triathlons
- ☐ Are races sanctioned?
- ☐ Contests
- ☐ Participate in X-Games (or similar)
- ☐ Weddings
- ☐ Birthday Parties or other such Events
- ☐ Annual Meetings or Dinners

Are your events, contests, or races "sanctioned" by any organization? _____

If so, what organization? _____

Are you required to provide certain equipment or run the event in a specific way if the event is "sanctioned" _____

Do you do/have?

- ☐ Ultra-Distance Events/Activities
- ☐ Obstacle Course Events/Activities
- ☐ Youth/Summer Camp
- ☐ ATV's ☐ Off-Road
- ☐ Safari (Classic Definition)
- ☐ Work with Equestrians
- ☐ Work with Other Animals
- ☐ Winter Sports
- ☐ Ocean Sports
- ☐ Cycling
- ☐ Equipment Rental
- ☐ Fishing

Winter Rental Operations

Please identify all the equipment you will be renting.

Alpine Skis with Bindings Snowboards with Bindings Ski Boots Snowboard Boots

☐ Helmets ☐ Winter Clothing ☐ Cross Country Equipment ☐ AT Equipment

☐ Split-boards ☐ Skins ☐ Ski Crampons ☐ Beacons ☐ Shovels ☐ Probes

☐ Snow Saws ☐ Airbags ☐ Spot or other Emergency Devices ☐ GPS Devices

☐ Satellite Phones ☐ Ski/Board/Binding Repair Kits

Will you be providing tuning services? _____

Will you be providing repair services? _____

Will you be delivering equipment to the customer? _____

Will you be accepting rentals online? _____

Will your employees be registered/certified as technicians by any binding manufacturers? _____

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Will your operation be covered by the Alpine Ski Indemnification Program?_____

Will you provide leashes if any binding, ski or snowboard does not have brakes? _____

Will you have alpine binding test equipment? _____

For all rescue equipment will you be providing the manufacturer's information on care and use of the equipment? _____

Will manufacturer's information on care and use of the equipment be available on your website?____

Will you have any pre-requisites required by your customers before renting equipment? _____

Will you have damage insurance? _____

Will you require a deposit for the return of the equipment? _____

Rental Operations: equipment, not transportation

Avalanche Beacons, Stoves, Hiking Boots, etc.

Do you deliver and set up the equipment? _____

_____

Do you explain how the rental equipment works to the guest? _____

How long on average does your pre-trip education take in minutes? _____

Do you have an employee on site to make sure the equipment is maintained and used properly? ___

Do you check the weather before renting equipment? _____

Do you provide all the required safety equipment with the rental? _____

_____

Do you identify all safety issues to the renter? _____

Are your rentals for more than one day?_____

Are your rentals removed or taken down at the end of the day?_____

Do you inspect the equipment when it is returned to you? _____

Do you maintain logs of your inspections? _____

Do you make repairs to equipment yourself? _____

If the rental equipment is rented and removed by the renter, do you have requirements on where the equipment can be used or not used? _____

_____

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Do you assist the renter in loading the equipment into their vehicle? _____

Do you require a deposit on your rentals? _____

Please list and describe all the equipment you rent?

Name	Description
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Use additional sheets of paper if necessary!

Does your website explain your terms and conditions for your rentals? ☐ Yes ☐ No

Do you rent through third parties? ☐ Yes ☐ No

Do your Website Terms and Conditions explain that? ☐ Yes ☐ No

Do you have agreements with your third-party rental sites (Retailers)? ☐ Yes ☐ No

Are you providing insurance or indemnification to the third-party rental sites/Retailers? ☐ Yes ☐ No

Please Attach Copies of your Insurance Program and Agreements with third-party renters/Retailers

Rental Operation Insurance

Do you offer insurance for equipment rentals? ☐ Yes ☐ No

Is the insurance through a third party or are you self-insured? ☐ Yes ☐ No

Does your rental “policy” have limitations ☐ Yes ☐ No

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Theft is excluded ☐ Yes ☐ No

Intentional Damage ☐ Yes ☐ No

Is the rental value of the insurance for the replacement of the damages, or lost equipment, or is it solely to replace or repair damaged equipment? _____

_____

Is your insurance program explained on your website? ☐ Yes ☐ No

What have I missed?

If you have some unique feature or activity at your program/business that I have not covered or that is not found at any other facility like yours, please describe it here.

_____

_____

_____

_____

Remember, courts can change their mind on any day about the validity of a release in their state. If you really do something bad or become someone the court dislikes, you can still lose. If you really are a jerk or worse, the judge and/or jury will figure out a way to make you pay.

Your release should be checked each year to make sure it still meets your needs and the changes in the law.

Have you included all of the documents that need to be included requested above to write a release?

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Fee Agreement

1. I understand that I have hired James H. Moss to create a release for your business based on the information I have supplied above. I understand the fee for this work is **$2950.00**. The work will include the following:

- Review of your present release (Please attach)
- Creation of a Release(s) or Assumption of the Risk Agreement for your business
- Information on using the release, including online
- Your questions answered concerning the release created
- Any updates needed for one year
- Review your website for conflicts or problems that may void your release.

Marketing Makes Promises that Risk Management Must Pay For

a. I understand that if I am in a state other than one in which James H. Moss is licensed to practice law, I am advised that I should have an attorney licensed in your state review the document.

b. I understand releases do not work in all states and may not work if the claim is identified as a product liability claim (skiing is an occasional exception). However, the release is written to work as an assumption of risk document also.

c. I understand the legal work being done will be based on the information I have supplied above.

d. Email may not be a secure way to communicate and may cause a waiver of the Attorney-Client Privilege. If you wish not to communicate by email, please let me know. The attorney has a right to keep a copy of all information and documents I provide to him.

e. This is a flat fee agreement. The client will pay Firm $2950.00 for Firm's performance of the Services described above, plus costs as described below. Client understands that Client is NOT entering into an hourly fee arrangement. This means I will devote such time to the representation as is necessary, but my fee will NOT be increased or decreased based on the number of hours spent.

f. Once the first draft of the Release is forwarded to you, the fee will be earned. This fee includes communications between you and the attorneys in advance of this agreement, work to stay current with the laws concerning this area of law, updating and keeping drafts of your documents current, and educational information supplied to you with this agreement.

g. Client shall pay Firm in advance. Fees paid in advance shall be placed in the Lawyer's or Firm's trust account and shall remain the property of the Client until they are earned. When the fee or part of the fee is earned pursuant to this Agreement, it becomes the property of the Firm.

h. Client has the right to terminate the representation at any time and for any reason, and Firm may terminate the representation in accordance with Rule 1.16 of the Colorado Rules of Professional Conduct. If Client terminates the representation without wrongful conduct by Firm that would cause Firm to forfeit any fee, or Firm justifiably withdraws in accordance with Rule 1.16 from representing Client, Client shall pay, and Firm shall be entitled to, the fee or part of

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the fee earned by Firm as described above, up to the time of termination. However, such fees shall not exceed the amount that would have been earned had the representation continued until the completion of the increment, and in any event, all fees shall be reasonable. The firm normally charges $415.00 per hour in 1/10th of an hour increments for work.

2. The total price for legal services to be provided under this agreement cannot be precisely determined at this time due to the variable nature of legal work. Time spent by our lawyers, paralegals, and (where applicable) other staff and reimbursement of expenses incurred in your representation will be the basis for the total price. The hourly rates for our lawyers, paralegals, and (where applicable) other staff are set forth elsewhere in this engagement letter. The time spent and expenses incurred will be set forth on invoices that will be sent to you on a monthly basis. The total price of our legal services and the amount of our expenses incurred on your behalf will vary and may increase or decrease on a month-to-month depending on the needs and progress of your matter.

3. The client is liable to the Firm for reasonable expenses and disbursements. Examples of such expenses and disbursements are fees payable to the Court and expenses involved in preparing exhibits. Such expenses and disbursements are estimated to be zero in this matter

I understand the legal work being done will be based on the information I have supplied above. The attorney has a right to keep a copy of all information and documents I provide to him.

Work will commence on receipt of the payment.

☐ Include a copy of *Outdoor Recreation Insurance, Risk Management, and Law* for $99.00

Date: _____ Company: _____

_____
Signature

_____ _____
Title Printed Name

I hereby give Jim Moss, James H. Moss, PC., permission to use statements I have made for marketing purposes after the conclusion of this work.

_____
Signature

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Payment Options

Incoming Wires: **Chase Bank**

Swift Code: **CHASUS33**
Routing Number: **021000021**

Receiving Branch Address: 1125 17th. Street
Denver, CO 80202

My Bank Account Number: **372290087**

Beneficiary Information

Name: **James H. Moss PC Coltaf Trust Account**
Address: PO Box 621088
Littleton, CO 80162-1088
Phone: 720 334 8529

Make Check Payable to: James H. Moss
Mailing Address PO Box 621088
Littleton, CO 80162-1088

PayPal or PayPal QR Code jhmoss@gmail.com



Venmo

jhmoss@gmail.com

@RecreationLaw

www.venmo.com/u/RecreationLaw

Thank You

3/31/2026 4:05:00 PM

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