



## **Exhibitor Liability Insurance – Important Notice**

This is a reminder that the exhibitor contract specifies that the insurance described below\* must be reported to the show manager 30 days before move in.

Wells Fargo Insurance Services is collecting Certificates of Insurance on line. Please click this link: [Exhibitor Insurance Reporting](#) to go to the reporting form and attach your certificate of liability insurance.

- Please complete the form and attach a certificate of insurance

Or,

- Forward it to your insurance agent or broker using the E-mail link provided at the top of the on-line form

You may purchase insurance [Click Here to Purchase Insurance](#) if you do not have insurance or it does not comply with the requirements below.\*

**Please do not send certificates of insurance to NMMA, the show manager, or Wells Fargo Insurance Services. NMMA will automatically be notified upon completion of the on-line reporting form or purchase of insurance.**

*\*Commercial general liability including products and completed operations, independent contractors' personal injury and blanket contractual liability insurance limits of at least \$1,000,000 per occurrence, \$2,000,000 aggregate. These coverages must be evidenced by a Certificate of Insurance with a 30-day notice of cancellation provision to the holder. Coverage should begin from your first move-in day (January 5, 2012) and last through your last move-out day (January 17, 2012). The certificate must name NMMA, Chicago Boat, Sports & RV Show, and McCormick Place as additional insureds and be provided to Show Management at least 30 days before the proposed exhibit date using the above on-line reporting form.*

The certificate holder name and address for the certificate should read:

Chicago Boat Sports & RV Show  
c/o NMMA  
231 S. La Salle St., Ste. 2050  
Chicago, IL 60604

Please refer to your NMMA Exhibit Space Agreement or contact your Exhibitor Relationship Manager if you have any questions.