

## **CERTIFICATE OF INSURANCE (COI) GUIDELINES**

### **Exhibitors**

All exhibitors must carry and maintain insurance. DO NOT send a copy of your certificate of insurance to Show Management. These requirements are stated in the terms and conditions section of the booth contract. Our requirements are as follows:

1. Exhibitor shall ***carry and maintain*** during the period of the Expo, including move-in and move-out days, and at its sole cost and expense, personal injury and proper damage coverage under policy of general public liability insurance.
2. The policy must have limits of at least \$1,000,000 combined single limit for bodily injury and property damage
3. The policy must name Informa Exhibitions LLC (2020 N. Central Ave, Suite 400, Phoenix, AZ 85004) as Certificate Holder and as an additional insured.
4. List show name- **SupplySide West** in the Description of Operations.