



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

As an exhibitor, you are required to carry commercial general liability insurance including products and completed operations, contractor's personal injury and blanket contractual liability insurance at limits of at least \$1,000,000 per occurrence and \$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 (March 19, 2019) and last through your last move-out day (March 25, 2019) and name **NMMA, Northwest Sportshow, and Minneapolis Convention Center** as additional insureds. The Certificate of Insurance must be provided at least 30 days before the move-in date by using the link that you will be receiving from USI Insurance Services via email. The link will take you to a form that is pre-filled with your company's information based on what you provided to the show manager upon registration. Please forward the instructions provided in that email to your agent or broker to complete the online form and attach your Certificate of Insurance.

If you prefer to purchase liability insurance for this event, you may do so by accessing the purchase link provided in the email from USI Insurance Services.

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

Progressive Insurance Northwest Sportshow  
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 regarding show requirements. For questions or concerns regarding insurance or website forms, please email USI Insurance Services at [tradeshow@usi.com](mailto:tradeshow@usi.com).

### Links for Insurance

To upload:

<https://wfis-forms.usi.com/webforms/exhibitorsinsurance/certificate.aspx?eventid=682>

To purchase:

<https://wfis-forms.usi.com/webforms/exhibitorsinsurance/getliabilityinsurance.aspx?eventid=682>

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