

EXHIBITOR CERTIFICATE OF INSURANCE

MANDATORY - Please take care of immediately!

DEADLINE – January 13, 2023

As an Exhibitor participating in the **Ottawa Boat & Outdoor Show**, you must have adequate Liability Insurance with a minimum of \$2,000,000.00 to protect the Exhibitors, the attending public, and yourself. Our insurance policy does not extend coverage to any exhibits and requires you to submit a Certificate of Insurance for your participation at...

*Event Name: **Ottawa Boat & Outdoor Show***

*Event Location: **EY Centre 4899 Uplands Dr Ottawa ON***

*Exact dates of show: **Feb 23-26, 2023, plus Move-in & Move-out.***

Note: If you are using an **Exhibitor Appointed Contractor**, other than the Official Show Contractors, that Contractor will **ALSO** need to supply a Certificate of Insurance in order to work on the show site. Please refer to the exhibitor manual for their required form.

There are two (2) ways to arrange the required insurance:

OPTION #1: Your own Insurance Company

You can have your insurance company prepare a certificate of insurance, which must have the following:

- **Master Promotions Ltd. & Global Convention Services Ltd.** listed as an additional insured
- Effective dates must cover show dates plus *Move-in* and *Move-out* dates
- Comprehensive General Liability of \$2,000,000

OPTION #2: With Brokers Trust Insurance Group Inc.

Alternatively, **Master Promotions Ltd.** has appointed **Brokers Trust Insurance Group Inc.** as the official insurance contractor for exhibitors and their coverage would satisfy all of the insurance requirements, except vehicles in motion/live demos.

Use the included **application form** or order **online at: www.exhibitorinsurance.com**

(go to **Order Exhibitor Insurance** and choose the applicable show.)

Note: Our office must receive your Certificate of Insurance 6 WEEKS prior to the show set-up.

1. **Email:** insurance@mpltd.ca (Insurance Coordinator)
2. **Fax:** 1-506-658-0750
3. **Mail:** Master Promotions Ltd. P.O. Box 565 Saint John N.B. E2L 3Z8

For any questions, please contact the insurance coordinator: insurance@mpltd.ca or 1-888-454-7469.

Your understanding & compliance with this is appreciated. We thank you in advance for ensuring the well-being of all concerned. Have a prosperous & safe show.