

MAGIC

Exhibitor Liability Insurance Requirements

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 coverage's 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 (February 13, 2014) and last through your last move-out day (February 22, 2014) and name **The Las Vegas Convention Center, The Las Vegas Convention and Visitors Authority, Advanstar Communications, Inc., MAGIC, WWDMAGIC, WSA, and Sourcing at MAGIC** as additional insured. 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 Wells Fargo 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 follow the instructions provided in that email 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 Wells Fargo Insurance Services.

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

MAGIC
Advanstar Communications
2501 Colorado Avenue, Suite #280
Santa Monica, CA 90404

For questions or concerns regarding insurance or website forms, please email Wells Fargo Insurance Services at tradeshow@wellsfargo.com

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

Bank Wire Information
for Wells Fargo Insurance Services

If you are unable to pay by credit card online, you have the option to purchase your General Liability Insurance through Wells Fargo Insurance Services by wire transfer. **Please complete your company information below and email to: tradeshow@wellsfargo.com**

*****It is important that we receive this information so that we can process your insurance when we receive the wire transfer*****

Payment instructions are listed below. Please note that payment by wire transfer is \$150.

Insurance Premium: **\$150** per exhibiting company/per show

(This does not include any applicable bank fees that your bank may require to make the transfer. Wells Fargo Insurance Services will not pay for these fees or be able to process your insurance request if payment is not received in full.)

Please Wire To: Wire Transit	Wells Fargo Bank N.A. 1 Montgomery Street San Francisco, CA 94104
Routing Number:	121000248
ACH Transit Routing Number:	091000019
Account Number:	1806327431
Must Include:	
Office Name:	Wells Fargo Insurance Services
Profit Center Number:	0710-WA
Customer Name:	Tradeshow Accounts Exhibitors of Advanstar Communications

Please email below information to: tradeshow@wellsfargo.com

Show: _____ Booth #: _____

Exhibiting Company Name: _____

Address: _____

Telephone: _____ Email: _____

Individual Contact: _____

MAGIC

Frequently asked questions regarding insurance requirements

Q: How should I notify MAGIC that I have insurance?

A: If purchased through Wells Fargo Insurance Services, notification is not necessary.
If you have your own insurance, please use this link provided in the email sent by Wells Fargo Insurance Services to upload a copy of your Certificate of Insurance.

Q: How long is the insurance valid when purchased through Wells Fargo Insurance Services?

A: Insurance will only cover the specific show in which it was purchased for.

Q: Will Wells Fargo Insurance Services' Insurance cover the theft and/or damage to my property?

A: No. This is third party liability insurance only. It applies when someone claims you caused bodily injury or property damage. You should rely on your own property insurance to cover your exhibit and its contents at the show and in transit.

Q: Is the insurance refundable?

A: No. All sales are final. No refunds will be issued once payment has been submitted. No exceptions.

Q: Any questions not answered above?

A: Please email insurance questions to tradeshow@wellsfargo.com . For all other questions regarding the show, please contact the show manager.

ACORDTM CERTIFICATE OF LIABILITY INSURANCEDATE (MM/DD/YYYY)
6/25/2013

PRODUCER Your Agent or Broker Address City, State Zip	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
	INSURERS AFFORDING COVERAGE	NAIC #
INSURED Your Company Name Company Name (Line 2) Address City, State Zip	INSURER A:	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS MADE <input checked="" type="checkbox"/> OCCUR _____ GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC	Your Policy No. SPECIMEN ONLY	01/01/9999	01/01/9999	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000	
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS _____				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO _____				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$	
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$	
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				<input type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$	
		OTHER					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

With respect to WWDMAGIC 08/14/2013 - 08/23/2013 (incl. move in/move out), The Las Vegas Convention Center, The Las Vegas Convention and Visitors Authority, Advanstar Communications, Inc., and WWDMAGIC are named as additional insureds.

CERTIFICATE HOLDER

WWDMAGIC/Sourcing at MAGIC
 c/o Advanstar Communications Inc.
 2501 Colorado Avenue, Suite 280
 Santa Monica, CA 90404

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.