

**Deadline: May 20, 2016**

Your company and any outside contractors that you hire for the trade show will be responsible for claims arising out of your use of the premises of the Mandalay Bay Convention Center, including but not limited to the installation and dismantling of your display.

The Mandalay Bay Convention Center requires that your company and any outside contractors that you hire agree to obtain and maintain Comprehensive General Liability Insurance during the use of the premises. Such insurance shall be in the amount of not less than \$1,000,000 per occurrence, \$2,000,000 in the aggregate for General Liability. **Licensing Expo 2016, Advanstar Communications Inc., UBM, LLC, Mandalay Bay Corporation and Mandalay Bay Resort Group shall be named as additional insureds on such policy**, and your company and any outside contractors that you hire shall supply Advanstar and Licensing Expo 2016 with Certificates of Insurance at least thirty (30) days prior to the use of the premises.

Exhibitors and their outside contractors assume responsibility and agree to indemnify and defend Licensing Expo 2016 and UBM, LLC / Advanstar Communications Inc. and their respective employees and agents against any claims or expenses arising out of the use of the exhibition premises.

Exhibitors and their outside contractors understand that neither the Mandalay Bay Convention Center nor Licensing Expo 2016 and UBM / Advanstar maintain insurance covering the exhibitor's property and it is the responsibility of the exhibitor to obtain such insurance.

#### **IF YOU DO NOT HAVE GENERAL LIABILITY COVERAGE:**

→ Exhibitors who do not have general liability coverage or cannot obtain the required certificate of liability insurance as required by show management from their current provider may purchase a temporary policy from Special Event Ins 4 U. Special Events Ins 4 U can provide insurance coverage for the duration of Licensing Expo 2016 that meets all show management insurance requirements.

**ALL EXHIBITORS WILL RECEIVE AN EMAIL WITH INFORMATION ON HOW TO PURCHASE SPECIAL EVENT INS 4 U INSURANCE POLICY FOR LICENSING EXPO FOR \$139.50.**

#### **THE CERTIFICATE HOLDER NAME AND ADDRESS FOR THE CERTIFICATE SHOULD READ:**

Licensing Expo 2016  
Advanstar Communications Inc.  
2901 28th Street, Suite 100  
Santa Monica, CA 90405

**Please do not send certificates of insurance to Advanstar Communications Inc., UBM, LLC, the show manager, or Special Event Ins 4 U. They will automatically be notified upon completion of the on-line reporting form or purchase of insurance.**

→ **IF YOU HAVE AN INSURANCE PROVIDER THAT WILL ADHERE TO THE ABOVE GUIDELINES, YOU WILL STILL SUBMIT YOUR PROOF OF INSURANCE DIRECTLY TO SPECIAL EVENT INS 4 U. THEY WILL EMAIL YOU WITH INSTRUCTIONS ON HOW TO UPLOAD YOUR PROOF OF INSURANCE TO THEIR SITE.**



## **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 overages 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 (June 15, 2016) and last through your last move-out date (June 25, 2016) and name Advanstar Communications Inc., UBM, LLC, Licensing Expo 2016, Mandalay Bay Corporation and Mandalay Bay Resort Group 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 Special Event Ins 4 U via email. 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 Special Event Ins 4 U.

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

Licensing Expo 2016  
Advanstar Communication Inc.  
2901 28th Street, Suite 100  
Santa Monica, CA 90405

For questions regarding insurance or website forms, please email Special Events Ins 4U.com at [Info@SpecialEventIns4U.com](mailto:Info@SpecialEventIns4U.com)

Please do not send certificates of insurance to Advanstar Communications Inc, UBM, LLC, the Show Manager or Special Events Ins 4 U. They will be automatically be notified upon completion of the online reporting form or purchase of insurance.

## LAS VEGAS LICENSING EXPO 2016

### June 21 - 23, 2016

Mandalay Bay Convention Center

#### EXHIBITOR INSURANCE PROGRAM

**Price: \$139.50**

#### Two Ways to Purchase

[\\*Click Here to Purchase Coverage Instantly Online!](#)

OR

Complete the Form Below and Email or Fax to

[Info@SpecialEventIns4U.com](mailto:Info@SpecialEventIns4U.com)

Fax: 214.383.3279

|                              |                      |
|------------------------------|----------------------|
| Business Name: _____         | Contact Name: _____  |
| Contact Phone: _____         | Contact Email: _____ |
| Card Holder Name: _____      | Card Number: _____   |
| Billing Address: _____       | Expiration: _____    |
| City, State, Zip: _____      | Security Code: _____ |
| Card Holder Signature: _____ |                      |

By signing on the above line, I understand that I am authorizing a charge of \$139.50 to be made on my credit card

**ALL PREMIUMS ARE FULLY EARNED - PAYMENTS ARE NON-REFUNDABLE**

Questions? Contact Us!  
877-520-8363

[Info@SpecialEventIns4U.com](mailto:Info@SpecialEventIns4U.com)



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## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/8/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. 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).

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| <b>PRODUCER</b><br>Your Agent or Broker<br>Address<br>City, State Zip                      |  | <b>CONTACT NAME:</b><br>PHONE (A/C, No, Ext):<br>E-MAIL ADDRESS:<br>INSURER(S) AFFORDING COVERAGE<br>NAIC # |  |
| <b>INSURED</b><br>Your Company Name<br>Company Name (Line 2)<br>Address<br>City, State Zip |  | INSURER A :<br>INSURER B :<br>INSURER C :<br>INSURER D :<br>INSURER E :<br>INSURER F :                      |  |

**COVERAGES** **CERTIFICATE NUMBER:** 8466516 **REVISION NUMBER:** See below

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE  | ADDL INSD | SUBR WVD | POLICY NUMBER                        | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS   |
|----------|--|-----------|----------|--------------------------------------|-------------------------|-------------------------|--|
|          | <input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b><br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC<br>OTHER: |           |          | Your Policy No.<br><br>SPECIMEN ONLY | 01/01/9999              | 01/01/9999              | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000<br>MED EXP (Any one person) \$<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 1,000,000<br>\$ |
|          | <b>AUTOMOBILE LIABILITY</b><br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> ALL OWNED AUTOS<br><input type="checkbox"/> HIRED AUTOS<br><input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> NON-OWNED AUTOS   |           |          |                                      |                         |                         | COMBINED SINGLE LIMIT (Ea accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$  |
|          | <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR<br><b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE<br>DED \$ RETENTION \$  |           |          |                                      |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$<br>\$   |
|          | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N<br>(Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below  |           |          |                                      |                         |                         | PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/><br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$   |

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 With respect to Licensing Expo 2016 June 15-25, 2016 (including move-in/move-out), Advanstar Communications, UBM, Licensing Expo 2016, Mandalay Bay Corporation, and Mandalay Bay Resort Group are named as additional insureds.

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| <b>CERTIFICATE HOLDER</b><br>Licensing Expo 2016<br>Advanstar Communications<br>2901 28th St, Suite #100<br>Santa Monica, CA 90405 | <b>CANCELLATION</b><br>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br>AUTHORIZED REPRESENTATIVE<br> |
|--|--|

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ACORD 25 (2014/01)

LICENSING EXPO 2016

## **FREQUENTLY ASKED QUESTIONS REGARDING INSURANCE REQUIREMENTS**

### **How should I notify Licensing Expo that I have insurance?**

If purchased through Speical Event Ins 4 U, notification is not necessary.

If you have your own insurance, please use this link provided in the email sent by Special Event Ins 4 U to upload a copy of your Certificate of Insurance.

### **How long is the insurance valid when purchased through Special Event Ins 4 U?**

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

### **Will Special Event Ins 4 U Insurance cover the theft and/or damage to my property?**

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.

### **Is the insurance refundable?**

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

### **Any questions not answered above?**

Please email insurance questions to [info@specialeventins4u.com](mailto:info@specialeventins4u.com). For all other questions regarding the show, please contact the show manager.