

Certificate of Insurance (COI) Requirements

MANDATORY FOR ALL EXHIBITORS

Due Date: **March 15TH 2019**

As an exhibitor participating in the show, you **MUST** carry adequate liability insurance to protect exhibitors, the attending public, the show producer, and yourself. A Certificate of Insurance (COI) must be submitted by the due date. If we do not have the proper insurance, your participation in the show may be affected. Below are the options for insurance.

Option 1: Use your own insurance company

Contact your own insurance company; request a 'Certificate of Insurance' with the following requirements:

- **Cottage Life Media, a division of Blue Ant Media Solutions Inc.** must be listed as an 'Additional Insured' (130 Merton Street, Suite 200, Toronto ON, M4S 1A4)
- Comprehensive General Liability of \$2,000,000
- Bodily-Injury and Property-Damage Liability subject to a maximum of \$1,000 deductible
- Products and completed operations liability
- Contingent employers liability
- Broad form property damage
- Cross liability clause
- Severability of interest clause

A sample COI, containing our legal name and the dates of the event, is included in this package should you wish to forward it to your broker.

NEW! When you have your updated COI, you must submit it for review to ExhibitorInsurance.com. We have a new process in place for easy submission and review.

Let's start! Please click the link below to start the process of uploading your certificate.

www.exhibitorinsurance.com

Follow Steps 1 to 4 to upload and submit your insurance. Once submitted, it will be reviewed and approved or declined. If declined, you will receive an email explaining why and how to correct it for approval. *If you end up on the home page, scroll down to 'Upload Certificate'.* You will land on Step 1. Fill in only the first search field with 'Edmonton Cottage Life & Cabin Show' and click search. Continue on from there!

Option 2: Single Event Insurance

Cottage Life Media has appointed ExhibitorInsurance.com as the recommended insurance contractor for exhibitors. Choose A or B to purchase single event insurance.

- a) **Save!** and order directly *online* at www.exhibitorinsurance.com (save \$16) and scroll to:

EDMONTON COTTAGE LIFE & CABIN SHOW 2019

Your understanding and compliance with this requirement through Options 1 or 2, is greatly appreciated and we thank you for your effort in ensuring the well being of everyone. Have a prosperous and safe show.

For any inquiries, please contact info@exhibitorinsurance.com

CERTIFICATE OF INSURANCE (COI)

This certificate is issued as a matter of information only and confers no rights upon the certificate holder and imposes no liability on the insurer.
This certificate does not amend, extend or alter the coverage afforded by the policies below.

INSURED'S FULL NAME AND MAILING ADDRESS	BROKER'S FULL NAME AND MAILING ADDRESS
BROKER'S CLIENT ID:	
<small>POSTAL CODE</small>	

COVERAGES

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 terms, exclusions and conditions of such policies.

LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS


TYPE OF INSURANCE	INSURANCE COMPANY AND POLICY NUMBER	EFFECTIVE DATE (YYYY/MM/DD)	EXPIRY DATE (YYYY/MM/DD)	LIMITS OF LIABILITY (Canadian dollars unless indicated otherwise)																
COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE OR <input checked="" type="checkbox"/> OCCURRENCE <input checked="" type="checkbox"/> PRODUCTS AND/OR COMPLETED OPERATIONS <input checked="" type="checkbox"/> EMPLOYER'S LIABILITY <input checked="" type="checkbox"/> CROSS LIABILITY <input checked="" type="checkbox"/> TENNANTS LIABILITY <input checked="" type="checkbox"/> NON-OWNED AUTOMOBILES <input type="checkbox"/> HIRED AUTOMOBILES <input type="checkbox"/> POLLUTION LIABILITY EXTENSION		2019/04/24	2020/04/23	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>EACH OCCURRENCE</td><td style="text-align: right;">\$2,000,000. CDN</td></tr> <tr><td>GENERAL AGGREGATE</td><td style="text-align: right;">\$2,000,000. CDN</td></tr> <tr><td>PRODUCTS-COMP/OP AGG</td><td style="text-align: right;">\$2,000,000. CDN</td></tr> <tr><td>PERSONAL INJURY</td><td style="text-align: right;">\$2,000,000. CDN</td></tr> <tr><td>TENNANTS LEGAL LIABILITY</td><td style="text-align: right;">\$ 250,000. CDN</td></tr> <tr><td>MED EXP (Any one person)</td><td></td></tr> <tr><td>NON-OWNED AUTO</td><td style="text-align: right;">\$2,000,000. CDN</td></tr> <tr><td>OPTIONAL POLLUTION LIABILITY EXTENSION</td><td style="text-align: right;">\$</td></tr> </table>	EACH OCCURRENCE	\$2,000,000. CDN	GENERAL AGGREGATE	\$2,000,000. CDN	PRODUCTS-COMP/OP AGG	\$2,000,000. CDN	PERSONAL INJURY	\$2,000,000. CDN	TENNANTS LEGAL LIABILITY	\$ 250,000. CDN	MED EXP (Any one person)		NON-OWNED AUTO	\$2,000,000. CDN	OPTIONAL POLLUTION LIABILITY EXTENSION	\$
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AUTOMOBILE LIABILITY <input type="checkbox"/> DESCRIBED AUTOMOBILES <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> LEASED AUTOMOBILES <small>** ALL LEASED IN EXCESS OF 30 DAYS WHERE THE INSURED IS REQUIRED TO PROVIDE INSURANCE</small>				<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>BODILY INJURY AND PROPERTY DAMAGE COMBINED</td><td style="text-align: right;">\$</td></tr> <tr><td>BODILY INJURY (Per Person)</td><td style="text-align: right;">\$</td></tr> <tr><td>BODILY INJURY (Per Accident)</td><td style="text-align: right;">\$</td></tr> <tr><td>PROPERTY DAMAGE</td><td style="text-align: right;">\$</td></tr> </table>	BODILY INJURY AND PROPERTY DAMAGE COMBINED	\$	BODILY INJURY (Per Person)	\$	BODILY INJURY (Per Accident)	\$	PROPERTY DAMAGE	\$								
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ADDITIONAL INSURED NAME AND MAILING ADDRESS	DESCRIPTION OF OPERATIONS/LOCATIONS/AUTOMOBILES/SPECIAL ITEMS
Cottage Life Media, a division of Blue Ant Media Solutions Inc. 130 Merton Street, Suite 200 Toronto, ON M4S 1A4	Cottage Life Media, a division of Blue Ant Media Solutions Inc. is included as an additional insured but only with respect to liability arising out of the operation of the Named Insured, and as Loss Payee but only as their interest may appear.

CERTIFICATE HOLDER - NAME AND MAILING ADDRESS	CANCELLATION
	Should any of the above policies be cancelled before the expiration date thereof, the issuing company will endeavour to mail 30 days written notice to the certificate holder named on the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

SIGNATURE OF AUTHORIZED REPRESENTATIVE	PRINT NAME INCLUDING POSITION HELD
FAX NUMBER	EMAIL ADDRESS
COMPANY	DATE

EXHIBITOR INSURANCE APPLICATION, CANADA

APPLICANT INFORMATION		Phone: _____	Fax: _____
Name of Business: _____			
Mailing address: _____		City _____	Province/State _____ Postal Zip Code _____ Country _____
REQUIRED - Email address : _____			
Describe products/services to be sold/displayed at event: _____			
EVENT INFORMATION			
Name of Event Organizer (to be shown on certificate of insurance): _____		Event Name: _____	
Address Of Event Organizer: _____		Event Address: _____	
City _____	Province/State _____	Postal/Zip Code _____	City _____ Province/State _____ Postal/Zip Code _____
Additional Insured: _____			Booth Number: _____
EVENT DATES (Including Move In and Move Out):	FROM	DD / MM / YYYY	TO DD / MM / YYYY
SCHEDULE OF COVERAGES * Higher limits available			
\$2,000,000 Liability Limits: General Liability (Per Occurrence and Aggregate Limit), Products and Completed Operations, Personal and Advertising Injury, Fire Damage Limit - \$250,000. Medical Expense not included. Subject to \$1,000 BI, PD and Expenses Deductible.			
\$25,000 Inland Marine limit – covers your property while in transit to and from the Event Location (three days before and three days after the Event), and while on the Event premises. Subject to \$1,000 deductible.			
Coverage is subject to underwriting review. Ineligible Risks: Food & Beverages, Alcohol, Amusement Devices, Athletic performances and stunts, Body piercing and permanent tattooing on site, Chemicals, E-Commerce selling on site, Fertilizers, Firearms, Fireworks Sales & Displays, Pyrotechnics, Games, Installation, Services or Repairs of products on Site, Live Animals, Medical Testing, On-site Equipment Sales/Rentals, Oxygen/Aromatherapy Bars, Pesticides, Pharmaceuticals, Nutraceuticals, Vitamins, Health or Dietary Supplements, Skin Care Products/Cosmetics, Time Share Sales, Tobacco Products, Licensed or Unlicensed Motorized Vehicles, Watercraft exhibits in water. Note: There is no Liability coverage for Vehicles in Motion. Property excluded: EDP (Electronic Data Processing), audio & video equipment, watches, jewellery made of precious or semi precious stones and/or precious metals, money, bullion, securities, stamps, antiques, furs, and fine arts.			
I hereby appoint Brokers Trust Insurance Group Inc. as my authorized representative for this program. I am applying for insurance based on the information provided above. I hereby declare that all of the above is true and correct. With respect to this application or any change in coverages, I authorize you to collect, use and disclose information as permitted by law for the purposes necessary to assess the risk, investigate and settle claims, and detect and prevent fraud, and analyzing business results.			
Please Print Your Name: _____	Signature: _____	DD _____	MM _____ YYYY _____
The above insurance program will only be offered if the application form is signed and completed in full, and the payment and the application form are received in our offices prior to the opening show date. Completion of this application does not automatically bind coverage. We reserve the right to review all risks following online binding for underwriting compliance. Premium and fee are minimum, retained and fully earned. No refunds. Coverage is void if payment is returned N.S.F. NSF fee of \$50 will apply. A full copy of this policy is available upon request or online at www.exhibitorinsurance.com . A copy of the certificate is available to your Show Organizer upon their request.			
PAYMENT INFORMATION: BUY ONLINE, www.ExhibitorInsurance.com, rates starting from \$159			
Please Select One In CAN Funds ▶	<input type="checkbox"/> Liability Only		<input type="checkbox"/> Liability + Property \$25,000*
	Premium \$46 + Fee \$125.32 + RST = \$175		Premium \$71 + Fee \$133.32 + RST = \$210
Payment type:   	Card# _____		<u>Expiry Date & CVV</u>
If mailing a cheque, please remit payment to:	(The payment due on the Credit Card statement will be in the name of www.ExhibitorInsurance.com)		PLEASE CONTACT US BY PHONE TO PROVIDE EXP DATE & CVV at 905-695-2971 or 1-866-836-9066
Brokers Trust Insurance Group Inc. 2780 Hwy 7, Unit 103. Concord, ON L4K 3R9 Phone: 905-695-2971 Fax: 905-760-2260	Card Holder's Name: _____		
	Fill in your credit card billing address if it is different from mailing address above, to process your payment: _____		
Date: _____	Cardholder Signature _____		
	<i>I agree to pay above total according to my card issuer agreement.</i>		