

2014 Exhibitor Manual

INSURANCE REQUIREMENTS

As an Exhibitor participating in a show, you must have adequate Liability Insurance with a minimum \$2,000,000 limit to protect the exhibitors, the attending public, the show organizer and yourself.

Our insurance policy does not extend coverage to any exhibits and requires you to submit a Certificate of Insurance upon receipt of the exhibitor's manual. This certificate must be received by SME before April 20, 2014.

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

Option 1 – YOUR OWN INSURANCE COMPANY

Your current insurance company will prepare a standard Certificate of Insurance for you at no additional charge. It must contain the following information:

- **Listed as Additional Insured – Society of Manufacturing Engineers**
- Coverage Period – May 7-16, 2014 includes Move-in and Move-out.
- Event name – Montreal Manufacturing Technology Show 2014
- Comprehensive General Liability – minimum of \$2,000,000
- Bodily Injury and Property Damage Liability
- Subject to \$1,000 (maximum) Bodily Injury & Property Damage deductible –Inclusive each occurrence
- Products and Completed Operations Liability
- Blanket Contractual Liability
- Contingent Employers Liability
- Broad form Property Damage
- Cross Liability clause
- Severability of Interest Clause

Option 2 – OFFICIAL SHOW INSURANCE CONTRACTOR

The Society of Manufacturing Engineers, show management of Montreal Manufacturing Technology Show 2014 has appointed Canfinse Group Inc. as the recommended insurance contractor for exhibitors. Contact: Kim Libenstein, Tel: 905-695-2971

If you require insurance coverage for your participation in MMTS 2014, the Canfinse Group Inc. form is included in this manual for your convenience. You can also save time and order on line at www.exhibitorinsurance.com. Go to the exhibitor's application online and scroll down to Montreal Manufacturing Technology Show 2014.

Fax or mail a copy of your Insurance Certificate to:

SME Canada
312-7100 Woodbine Avenue
Markham, ON L3R 5J2
Fax 1-888-633-3376
Deadline April 20, 2014