

# **REQUIRED EXHIBITOR INSURANCE** **DOCUMENTATION**

**MANDATORY** – Please take care of immediately!

**DEADLINE – February 6, 2025**

The Exhibitor shall insure their own merchandise against fire, theft and all perils. Exhibitors and any associated contractors are required to maintain public liability insurance to a minimum of \$1,000,000.00, listing Marketplace Events LLC as additional insured, for the period covering the show dates plus move-in and move-out dates.

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

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

- **Marketplace Events LLC listed as an additional insured**
- Effective dates must cover show dates plus *Move-in* and *Move-out* dates
- Comprehensive General Liability of \$1,000,000

*Event Name: **Edmonton Boat and Sportsmen's Show***

*Event Location: **Edmonton Expo Center 7515 118 Ave NW Edmonton AB T5B 0J2***

*Exact dates of show: **March 20-23, 2025 plus Move-in & Move-out.***

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

1. **Email:** [insurance@mpltd.ca](mailto:insurance@mpltd.ca) (Insurance Coordinator)
2. **Fax:** 1-506-658-0750
3. **Mail:** Master Promotions a division of Marketplace Events, P.O. Box 565 Saint John N.B. E2L 3Z8

*For any questions, please contact the insurance coordinator: [insurance@mpltd.ca](mailto: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.*