

## ***INSURANCE REQUIREMENTS***

Your company and any outside contractors that you hire for the trade show will be subject to responsibility for claims arising out of the use of the premises of the Indiana Convention Center and Lucas Oil Stadium.

The Indiana Convention Center and Lucas Oil Stadium require 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 combined single limit for personal injury and property damage.

Dealernews International Powersports Dealer Expo, Advanstar Communications, Inc., Indiana Convention Center, Lucas Oil Stadium; Capitol Improvement Board of Managers of Marion County, Indiana and its officers, Board, agents and employees shall be named as additional insured on such policy, and your company and any outside contractors that you hire shall supply Advanstar Communications, Inc. 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 Dealernews International Powersports Dealer Expo, Advanstar Communications, Inc., Indiana Convention Center, Lucas Oil Stadium; Capitol Improvement Board of Managers of Marion County, Indiana and its officers, Board, agents and their respective employees against any claims or expenses arising out of the use of the exhibition premises.

Exhibitors and their outside contractors understand that neither the Indiana Convention Center, Lucas Oil Stadium nor Dealernews International Powersports Dealer Expo and Advanstar Communications, Inc. maintain insurance covering the exhibitor's property and it is the responsibility of the exhibitor to obtain such insurance.

To obtain a certificate of liability insurance: Contact your general liability insurance provider and request that they provide proof of insurance according to the following SAMPLE CERTIFICATE OF LIABILITY INSURANCE format. Most insurance carriers will provide this certificate free of charge, while some may charge a nominal processing fee.

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; have the option of purchasing a temporary policy from Wells Fargo Insurance Services. Wells Fargo Insurance Services can provide insurance coverage for the duration of Dealernews International Powersports Dealer Expo that meets all show management insurance requirements. To take advantage of this option, please utilize the attached Wells Fargo Insurance Services insurance order form or complete your application online for additional savings at [www/dealerexpo.com](http://www/dealerexpo.com), click on exhibitor, service kit forms, insurance or at <http://wfis.wellsfargo.com/authorize/powersports.html>.

**Any exhibitor who does not provide a certificate of liability insurance to show management will not be allowed to move in to the show. If insurance is purchased through Wells Fargo Insurance Services, notification is not necessary.**



## Wells Fargo Insurance Services

### **INSURANCE NOTICE**

**DEADLINE: January 8, 2010**

Exhibitors participating in the Dealernews International Powersports Dealer Expo must have \$1,000,000 of Commercial General Liability insurance which names Dealernews International Powersports Dealer Expo, Advanstar Communications, Inc., Indiana Convention Center, Lucas Oil Stadium, Captial Improvement Board of Managers of Marion County, Indiana and its officers, Board, agents and employees are named as additional insureds. The insurance must cover the duration of the show, including move-in and move-out. A certificate of insurance illustrating coverage must be on file with Advanstar Communications, Inc. prior to show move-in.

**Any exhibitor who does not provide a certificate of liability insurance to show management will not be allowed to move in to the show. If insurance is purchased through Wells Fargo Insurance Services, notification is not necessary.**

If you prefer to purchase the insurance through Wells Fargo Insurance Services, you have two (2) ways to do so:

**\$100** by credit card on the Internet at: <http://wfis.wellsfargo.com/authorize/powersports.html>

**\$125** by check using this form and mailed to the address below.

#### **Exhibitor Insurance – Dealernews International Powersports Dealer Expo 2010**

Show: **Dealernews International Powersports Dealer Expo 2010** Booth Number(s): \_\_\_\_\_

Exhibiting Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Country: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Individual Contact: \_\_\_\_\_

Payment may be in the form of a check drawn on a U.S. bank, certified check or money order made payable to *Wells Fargo Insurance Services*. Please mail payment along with a copy of this form to:

Wells Fargo Ins. Services Northwest Inc.  
P. O. Box 84849  
Seattle WA 98124-6149

Overnight Delivery Address:

Wells Fargo Bank  
18035 Sperry Drive  
Tukwila WA 98188  
Reference: Wells Fargo Ins. Svc Inc., Box 84849

## **FREQUENTLY ASKED QUESTIONS REGARDING WELLS FARGO INSURANCE SERVICES INSURANCE**

**Q: Should I notify Advanstar Communications, Inc. that I have the insurance with Wells Fargo Insurance Services?**

**A:** Notification is not necessary if purchased through Wells Fargo Insurance Services. They will notify Advanstar of all payments and applications received.

**Q: What if I have my own insurance?**

**A:** To ensure accuracy, fax the "specimen" copy to your insurance provider and have them issue a certificate identical to the sample. Certificates should either be faxed to Advanstar at (949) 954-8612 or mailed directly to: Dealernews International Powersports Dealer Expo, c/o Advanstar Communications, Inc., 201 Sandpointe Ave., Suite 600, Santa Ana, CA 92707. Certificates must be received no later than **January 8, 2010**.

**Q: Can I order on-line?**

**A:** Yes. Wells Fargo Insurance Services has an on-line web address to place your order: <http://wfis.wellsfargo.com/authorize/powersports.html>.

**Q: What company name should I put on the application?**

**A:** The name under which you are registered with Dealernews International Powersports Dealer Expo. If your booth will reflect a different name, be sure to include that one, as well.

**Q: What should I fill in for "Individual Contact"?**

**A:** The name of any person who would be able to answer questions pertaining to your participation in the Dealernews International Powersports Dealer Expo.

**Q: Will the insurance cover 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 business insurance to cover your exhibit and its contents at the show and in transit.

**Q: How long is the insurance valid?**

**A:** The confirmation of coverage which will be provided upon receipt of the application and payment will cover only the specifically designated show.

**Q: When do I need to send the application and payment?**

**A:** As early as possible. To avoid penalties imposed by Advanstar Communications, Inc. absolutely no later than 30 days prior to the move-in date of the show in which you will be participating.

**Q: How will I know when the application and payment have been received?**

**A:** You will receive confirmation of coverage either by email, fax or mail.

**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:** Call 206-701-5207, listen to the outgoing message, then, if necessary leave a brief message. Calls are usually returned the same day.

# ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
9/3/2009

<b>PRODUCER</b> Your Agent or Broker Address  City, State Zip	<b>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.</b>												
<b>INSURED</b> Your Company Name Company Name (Line 2) Address City, State Zip	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURERS AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A: Your Insurance Company Name</td> <td></td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> </table>	INSURERS AFFORDING COVERAGE	NAIC #	INSURER A: Your Insurance Company Name		INSURER B:		INSURER C:		INSURER D:		INSURER E:	
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**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																
A		<b>GENERAL LIABILITY</b> <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.	11/11/1111	11/11/1111	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																
		<b>AUTOMOBILE LIABILITY</b> <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) \$																
		<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$																
		<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$																
		<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:10%;"></td> <td style="width:10%;">WC STATU-TORY LIMITS</td> <td style="width:10%;">OTH-ER</td> <td style="width:10%;"></td> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td></td> <td></td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td></td> <td></td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td></td> <td></td> <td>\$</td> </tr> </table>		WC STATU-TORY LIMITS	OTH-ER		E.L. EACH ACCIDENT			\$	E.L. DISEASE - EA EMPLOYEE			\$	E.L. DISEASE - POLICY LIMIT			\$
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		<b>OTHER</b>																				



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

Solely with respect to the Dealernews International Powersports Dealer Expo scheduled for February 9-16, 2010 (includes move-in/move-out), Dealernews International Powersports Dealer Expo; Advanstar Communications, Inc.; Indiana Conventions Center; Capitol Improvement Board of Managers of Marion County, Indiana and its Officers, Board, Agents and employees are named as additional insureds hereunder.

<b>CERTIFICATE HOLDER</b>  DEALERNEWS INT'L DEALER EXPO c/o Advanstar Communications 131 W. First Street Duluth, MN 55802-2065	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>30</u> 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
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## **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.