

Certificate of Insurance

Submission Deadline: December 13, 2019

NRF requires a current certificate of insurance from every exhibitor specific to each show. Please send your certificate of insurance to [Karen Kimakovich](#) as soon as possible. [Click here to view a sample COI form.](#) The most important items in the attached sample are the coverage of limits along the right-hand side, and the “certificate holder” name and address in the bottom left corner. Please also have your provider add Javits Convention Center and Freeman in the “additional insured” box.

The insurance carrier that provides your company with workers comp and/or liability insurance should be able to provide you with a similar certificate quickly and free of charge.

If you are unable to secure a certificate of insurance that way, here are a couple of providers that offer short- term, event-specific coverage and certificates of insurance for a reasonable fee:

- [John Buttine Insurance](#) (PDF)
- [RainProtection Insurance](#) (PDF)

IMPORTANT NOTE: An insurance certificate for your company must be on file to gain access to set-up and receive badges.

Exhibitor agrees to obtain adequate insurance coverage, at Exhibitor’s own expense, for property loss and damage and liability for personal injury through the period of the Show, inclusive of Move-in and Move-out days. Acceptable insurance consists of minimum commercial General Liability Coverage of \$2,000,000, with a single limit of \$1,000,000 each occurrence for bodily injury and property damage.