SHELBY AMERICAN

Phone - 702-942-7325
Fax - 702-932-6272
Web - Shelby.com

STANDARD EVENT INSURANCE REQUIREMENTS

Any entity (Exhibitor) who wishes to host an event at Shelby American, Inc. (Host) must furnish a certificate of insurance (COI) and applicable endorsement to Shelby American **at least one week PRIOR TO THE EVENT**.

Shelby American, Inc. is not responsible for damage or any consequential loss from accident, fire, theft, and other such causes to Exhibitor's property. Exhibitors must carry insurance and do so at their own expense. All property of the Exhibitor is understood to remain in the Exhibitor's care, custody, and control in transit to or from or within the confines of Host venue. If you do not currently carry some or all of the following insurance you may obtain a single event coverage policy in order to be an Exhibitor by contacting:

Bowermaster and Associates Insurance Agency
Jim Rose
jrose@bowermaster.com
(888) 825-4322

You are **required** to obtain and maintain in full force and effect the following insurance:

1) **General Liability Insurance** – Commercial general liability including bodily injury, property damage, personal and advertising injury, products/completed operations, contractual and independent contractors with limits of not less than $1,000,000 each occurrence, $1,000,000 personal and advertising injury limit, $2,000,000 general aggregate, $2,000,000 products completed operations aggregate, $100,000 damage to rented premises, and $10,000 medical expenses. The policy must be written on an occurrence basis.
2) **Automobile Liability Insurance** – Automobile liability covering Any Auto and/or Hired and Non-Owned automobiles for a combined single limit of $150,000. If automobile insurance will not be included on your general liability certificate then you must supply a copy of the insurance declaration page for any vehicle that will be driven onto the site for unloading, loading, or display purposes before, during, and after the event.
3) **Worker's Compensation Insurance** – Statutory worker's compensation and employer's liability insurance as required by applicable state law for all your employees and/or temporary event staff involved in any way with the event. Limits should not be less than $1,000,000 bodily injury by accident, each accident, $1,000,000 bodily injury by each employee and $1,000,000 bodily injury by disease, policy limit. If you are a sole proprietor or an independent contractor or you do not carry worker's compensation insurance you must complete the Workers Compensation Waiver Form provided below.
4) **Special Form Causes of Loss Insurance** – The Exhibitor shall provide special form damage insurance covering the Exhibitor's exhibits, tools, and other property. If you do not carry special form damage insurance you must complete the Special Form Causes of Loss Insurance Waiver Form provided below.

Shelby American, Inc. shall be named as additional insured under your General, Automobile and, if any, Umbrella Liability policy noted above, each required policy shall provide a waiver of subrogation in favor of Additional Named Insureds, and such coverage shall be primary to any insurance carried by Shelby American, Inc.

Insurance companies for the policies noted above shall be holding a "General Policy Rating" of A-8 or better as set forth in the most current issue of "Best Key Rating Guide".

The certificate must show that the above insurance is in full force **throughout the period that your contract requires you to be on site**. It should state policy numbers, date of expiration, limits of liability, deductibles or self-insured retentions, and coverages thereunder and further provide confirmation that the insurers will provide Shelby American with 10 days advance written notice of cancellation and that this provision has been endorsed on to each required policy.

It is the Exhibitor's responsibility to confirm that all insurance documents have been received and reviewed by Shelby American, and that the Exhibitor is in compliance with all insurance requirements prior to the event date.

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WAIVER FORM

Please select either or both of the following waivers as appropriate for coverage that will not be included on the certificate of insurance you will be providing:

- ☐ **Workers Compensation Waiver** - I am performing work as a company/sole proprietor/independent contractor. Therefore, neither myself nor any of my event staff are employees of Shelby American, Inc. For workers' compensation purposes, neither myself nor any of my event staff are entitled to workers' compensation benefits from Shelby American, Inc. I understand that if I have any employees working for me I must maintain workers' compensation insurance on them.

- ☐ **Special Form Causes of Loss Insurance Waiver** – I understand that Shelby American, Inc. is not responsible for damage by fire, theft, or malicious damage to exhibits, tools, and other property that myself and/or any of my event staff have provided for this event. Therefore, I and/or any of my event staff are not entitled to fire, theft, or malicious damage benefits or coverage for these items from Shelby American, Inc.

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(Please print company name or name of sole proprietor/independent contractor)

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Print Name

___________________________________ ___________________________

Signature Date

A copy of this waiver will be submitted to Shelby American's insurance carrier. Shelby American, Inc. will maintain a copy of the waiver and make it available for audit purposes.