

Insurance Certificate Requirements

All CPMA Exhibitors are **required**, at their sole cost and expense, to obtain comprehensive liability insurance against claims for bodily injury or death and property loss, theft or damage, occurring prior to, during and after the Trade Show.

A certificate of insurance for General Liability for a minimum amount of one million dollars, naming the Canadian Produce Marketing Association as additional named insured or certificate holder must be provided to CPMA by **March 21, 2018** and remain in force through April 27, 2018. The Management reserves the right to forfeit exhibit space for any exhibitor who does not provide the Management with the required copy of the certificate by **March 21st**.

What is required?

Please contact your current insurance company and request a certificate of insurance naming CPMA as the additional insured party. In most cases, there should not be a charge associated with this request, as long as you have existing liability insurance coverage.

- CPMA (Canadian Produce Marketing Association) must be added as certificate holder or additional insured. Please include following information:
Canadian Produce Marketing Association (CPMA)
162 Cleopatra Drive, Ottawa, ON K2G 5X2, Canada
- Insurance certificate must cover the dates of April 23, 2018 to April 27, 2018
- Insurance must cover no less than \$1 million comprehensive general liability insurance
- Insurance certificate must be provided under your exhibiting name
- If required, the location of the event: Vancouver Convention Centre, West Building, 1055 Canada Place, Vancouver, BC, V6C 0C3

How to submit (please choose only **one** of the three options below)

- [Upload your certificate online](#)
- Email to njeffrey@cpma.ca
- Mail to CPMA

If you are planning to serve Alcoholic beverages at your booth, please note the additional requirements for a certificate of insurance for Alcohol Liability.

- A certificate of insurance for Alcohol Liability (one (1) million dollars minimum) naming the Canadian Produce Marketing Association and Vancouver Convention Centre as an additional named insured must be provided to the Management by April 23, 2018 and remain in force through April 27, 2018
- The exhibitor agrees that the Canadian Produce Marketing Association (CPMA) shall not be held liable for any alcohol liability issue, personal injury, and death or property loss and releases CPMA and waives all claims with respect thereto.

Exhibitor Appointed Contractors

- Exhibitors using a third party contractor for move in/out (excluding GES) must ensure that the EAC provides a certificate of insurance to CPMA for public liability and property damage of at least \$1 million. Insurance must be provided to show management no later than March 21, 2018. CPMA must be added as certificate holder or additional insured.