



**INSURANCE**

As stated on the exhibit space contract, every exhibitor must provide IAAPA with an insurance certificate. The certificate must include:

- General Aggregate and Per Occurrence limits, minimum amounts noted below
- IAAPA, Orange County Convention Center, Freeman, their entities, subsidiaries, agents, representatives, officers, staff, volunteers and employees, listed as additionally insured for IAAPA Attractions Expo 2018, November 7-17, 2018.\*
- Exhibitor Company Name and “dba” name, if applicable
- Certificate Policy Number
- Effective Dates
- IAAPA’s name and address as the Certificate holder: IAAPA, 9205 Southpark Center Loop, Suite 300, Orlando, FL 32819, USA. **(NEW ADDRESS!)**

All policies shall evidence insurance written by a carrier licensed to cover business in the state of Florida and rated at least “A” in A.M. Best’s Key Rating Guide.

Specific insurance requirements are determined by the type of products/services displayed, and in following with the ASTM 747-06 definition of an amusement ride or device (examples: batting cages, climbing walls, inflatables, etc.). Please review the ASTM 747-06 definition and insurance requirements below to determine which level of insurance you will need.

ASTM 747-06:

**Amusement ride or Amusement device: a device or combination of devices or elements that carry, convey or direct a person(s) over or through a fixed or restricted course or within a defined area, for the primary purpose of amusement or entertainment.**

INSURANCE TYPE	BOOTH DISPLAY ITEMS		
	REQUIRED		
	Amusement Ride or Device (per ASTM 747-06)	Using Flammable Materials, Cooking, or Serving Food	All Other Displays
<b>General Aggregate Minimum (total combined)</b>	US\$3,000,000	US\$3,000,000	US\$2,000,000
<b>Per Occurrence</b>	US\$2,000,000	US\$2,000,000	US\$1,000,000
<b>Other</b>	Certificate must state that coverage for participants is not excluded.		
RECOMMENDED			
<b>Fire Damage</b>	US\$300,000	US\$300,000	US\$300,000
<b>Medical Expenses</b>	US\$10,000	US\$10,000	US\$10,000
<b>Personal &amp; Advertised Injury</b>	US\$1,000,000	US\$1,000,000	US\$1,000,000
<b>Products &amp; Completed Operations Policy</b>	US\$2,000,000	US\$2,000,000	US\$2,000,000

International exhibitors must adhere to the above requirements and must also provide a certificate of insurance in English which states the following: "Liability claims occurring in the U.S. are covered, including but not limited to legal fees, penalties and judgments". There may be no limitations on which country claims may be brought.

*No exhibitor of whom a certificate of insurance is required will be allowed to move onto the Trade Show floor until such certificate is delivered to IAAPA.*

IAAPA does not recommend or endorse any insurance agency. Exhibitors may use any insurance agency as long as they are licensed to do business in the state of Florida and rated at least "A" in A.M. Best's Key Rating Guide. Please see insurance company options: below PICC (Chinese companies only) and the next page Rainprotection (companies worldwide).

### **Upload an electronic copy of your certificate by August 31\*\* as follows:**

1. Login to your profile at [www.IAAPA.org/IAEprofile](http://www.IAAPA.org/IAEprofile)
2. Click the "Exhibitor Required Documents"
3. Click the "Insurance Certificate" link.
4. Upload a PDF of the certificate.

Questions should be directed to [Insurancexh@IAAPA.org](mailto:Insurancexh@IAAPA.org)

\*Operations based in Texas, USA that cannot amend the policy to include the additionally insured wording must provide an Acord 25 (2010/05) edition with an Additional Insured endorsement

\*\*Should your insurance expire after this date, please alert [Insurancexh@IAAPA.org](mailto:Insurancexh@IAAPA.org) by Aug. 31 of the renewal date so we can follow-up with you appropriately.

**Exhibitors that do not submit an insurance certificate or explanation by Aug. 31 will be subject to fines and/or loss of seniority points, as outlined [here](#).**

### **INSURANCE PROVIDER OPTIONS**

**See below and the following pages for more information and to apply.**

**COMING SOON!**

