



RULES AND REGULATIONS

GENERAL CHARACTER AND CONDUCT

EXHIBITS: Exhibits must be staffed during all open hours of the show.

- Exhibit removal prior to the final day's close of the show is strictly forbidden.

DECORATING: Draping unsightly cradles or trailers, and using carpet to enhance your display are just a few of the things which can be done inexpensively to improve your image and attract consumers.

- All signs must be of professional quality. Homemade signs are prohibited.
- Steps & platforms must be of the safest possible construction and conform to local building codes.

DEMONSTRATIONS: Any demonstrations must be performed within the exhibitor's space so as not to interfere with aisle traffic flow.

- Sampling or demonstration tables must be placed a minimum of 2' from the aisle line.
- Should attendees interfere with the normal flow of traffic or overflow into neighboring exhibits, management will have no alternative but to request that presentations or samplings be limited or discontinued.

SOUND: Exhibitors must police their own booths to be sure the noise level from presentations is kept to a minimum and does not interfere with others.

- Show Management reserves the right to determine at what point sound constitutes interference with others and must be limited or discontinued.

BADGES: Passing badges during show days is not allowed.

- If you pass a badge to a colleague or to a visitor, the badge will be taken away by the nearest NMMA staff member
- Exhibitor will be charged \$25 for a replacement badge (Lost or confiscated).

SAFETY: All product demonstrations involving any moving and potentially hazardous machines, display or parts, must be approved in advance by NMMA at least 45 days in advance of the show opening.

- Bicycles, scooters, skateboards etc, are not permitted during show hours.

RULES & REGULATIONS

General Character &
Conduct

Rules & Regulations

Security Precautions

Limits of Liability &
Responsibility

Playing of Music

Exhibitor Liability
Notice

SAMPLE Certificate

Freight Terms &
Conditions

Norwalk Boat Show TERMS, RULES AND REGULATIONS

Rules and Regulations related to the allocation of space and show display guidelines are all those adopted by the National Marine Manufacturers Association (NMMA) Shows Committee and are a binding part of the Exhibitor contract. These rules are printed annually in the booklet "NMMA Allocation Procedures and Display Guidelines". This booklet and any later additions, corrections or clarifications made by NMMA are a binding part of the Exhibitor contract. These guidelines may be found on our website, or contact NMMA for a current hard copy.

1. ADMISSIBLE EXHIBITS

- Exhibitor agrees to display only new, unused current-model-year boats and marine related products. Exhibitor will not display any product or signage without the endorsement or approval of the manufacturer. Exhibitor represents that it has full authority and all approvals necessary to display and sell its products at this show.
- NMMA reserves the right to determine the eligibility of any company, product, signage, or material for inclusion in the show. No exhibitor shall exhibit, or permit to be exhibited in the space allocated to them, any product, merchandise, signage or display material other than that specified in this application.
- Exhibitor agrees that NMMA may remove any exhibits that it determines are of a disruptive, objectionable or inappropriate nature.
- Exhibitor represents and warrants that all displayed products comply with all applicable U.S. laws, regulations and consent decree or other mandatory requirements, including any applicable safety standards that may be issued by the Consumer Product Safety Commission (CPSC), and the emission regulations issued by the U.S. Environmental Protection Agency (EPA).

2. PAYMENT FOR SPACE AND OTHER NMMA PRODUCTS, SERVICES & MEMBERSHIP DUES

- Member rate applies only to space occupied by the member's own products.
- Exhibitors must return their exhibit space contract and deposit by the initial deadline in order to retain their right of first refusal for their previous year's exhibit space. Right of first refusal does not apply to new shows, new venues, and show floor reallocations that may occur from time to time.
- NMMA members must be in Good Standing at July 1st preceding the fall shows and December 1st preceding the winter shows, to receive the member discount. Good Standing requires 100% of member dues for the current membership year to have been paid, all space deposits for the show to have been made, and all other balances for products, services, certification, Grow Boating assessments and other monies due to NMMA, be not more than 60 days past due. "First time members" joining NMMA, must be in Good Standing by 30 days before the show is scheduled to open to receive the member rate.
- Exhibitors who fail to make space payments in accordance with the terms on the reverse side will not be considered for space increases, location changes, or upgrades of any kind and are subject to space re-assignment, cutback, or cancellation without credit or refund.
- NMMA will process all checks with notation "payment in full" or similar language. NMMA reserves the right to pursue the remaining balance in the event a payment amount is smaller than an open balance of an order that check is paying for.

3. CANCELLATIONS, CUTBACKS, and SPACE CHANGES

- Should the Exhibitor wish to cancel this contract, the Exhibitor must contact NMMA and notice of the cutback or cancellation must be confirmed by NMMA. A contract cancellation penalty representing all or a portion of the total contract price will be assessed according to the following formula:

25% contract penalty 1 day past the first payment deadline date (as noted on the front of this contract)
75% contract penalty 1 day past the second payment deadline date (as noted on the front of this contract)
100% contract penalty 1 day past the third payment deadline (as noted on the front of this contract)

If Exhibitor deposits received to date are in excess of the contract penalty, then Exhibitor will be entitled to a credit for this difference. This credit may be applied to any outstanding invoice for a past NMMA Show or service or used as a deposit for show space. It may not be used for a different show in a different market, and must be used within 12 months of written notice of cancellation. Credits will not be paid in cash. If Exhibitor deposits received to date are less than the contract penalty, Exhibitor must remit a check for this shortfall to NMMA once the cancellation or cutback has been confirmed.

- For all Exhibitors requesting a space reduction, NMMA reserves the right to relocate the exhibit or reconfigure it as determined by NMMA. In the event that show space must be reallocated after contracts have been accepted and signed, NMMA has the right to relocate the Exhibitor's space.

4. DISPLAY CHARACTERISTICS – See Allocation Procedures & Display Guidelines

- LATE ARRIVALS - Exhibitors arriving for set-up after their scheduled installation time can be relocated to any location specified by NMMA or, if no alternative is available, are required to forfeit their show participation rights.

- SUBLEASING - Exhibitors may not sublease their space. Sublease in this use includes renting, sharing, donating or in any way allowing another company or person to display or advertise in an exhibitor's space. Non-exhibiting firms may not place stickers, placards, or other signs anywhere in the show.

- SALE OF MERCHANDISE - NMMA reserves the right to limit over-the-counter sale of products for delivery at the show to designated areas. Exhibitor is solely responsible for registering for, collecting, and reporting appropriate sales taxes.

8. LIABILITY RELEASE, WAIVER/INDEMNIFICATION/CHOICE OF LAW & FORUM/ATTORNEY FEES

- Exhibitor releases NMMA, its contractors and their respective directors, officers, employees, agents, and members, and each of them, from any claims, liabilities, losses, damages, costs, or expenses relating to or arising out of any injury to any personnel of exhibitor or to any other person or any loss of or damage to any property of exhibitor or any other property where such injury, loss, or damage is incident to, arises out of, or is in any way related to exhibitor's participation in the event, and the exhibitor shall be responsible for any such injury, loss, or damage, and any expenses relating thereto.
- Exhibitor, without regard to assignment, lease, sublease or dealer occupancy shall indemnify, hold harmless, defend and reimburse the Norwalk Boat Show, Norwalk Cove Marina, East Norwalk, CT, National Marine Manufacturers Association, Inc., and their managers contractors, directors, officers, employees, agents and members, and each of them ("Indemnitees"), from and against any and all actions, causes of action, claims, demands, liabilities, losses, damages, costs or expenses, of whatsoever kind and nature, including judgments, interest and reasonable attorney's fees, costs of litigation, and all other costs, expenses and charges, which Indemnitees incur or may incur for any reason resulting from, relating to or arising out of Exhibitor's participation in the event, including but not limited to: (i) the negligence, gross negligence, intentional misconduct or criminal acts or omissions of indemnitor in the performance or breach of this Agreement. (ii) the breach by Exhibitor and/or its Contractors, their directors, officers, employees, agents or Exhibitor's contractors, or any of them, of any representation or covenant set forth herein; (iii) any injury to or death of any persons, or any loss of, through theft or otherwise, or damage to, property arising in any way in connection with the use and enjoyment by the Exhibitor, or any other person or entity present with the permission, express or implied, of Exhibitor of the space, equipment or the show space or hall; (iv) the use of equipment, devices furnished or used by the Exhibitor, or other persons in connection with the show, or the use of the space, provided that the foregoing indemnification shall not apply where the damage, injury or loss results solely from the gross negligence or willful misconduct of the show sponsor, NMMA or their respective employees or contractors.
- This Agreement shall be governed by and construed in accordance with the substantive laws of the State of Illinois without regard to its rules regarding conflicts of laws or any other law or rule that would cause the laws of any jurisdiction other than the State of Illinois to be applied. Any disputes arising out of or

related in any way to this Agreement, its performance or breach, including but not limited to actions seeking equitable relief, shall be brought exclusively in, and the parties to this Agreement hereby consent to submit to the personal jurisdiction, of the courts of the state of Illinois located in the City of Chicago, or the United States District Court for the Northern District of Illinois. Exhibitor waives any objection based upon lack of personal jurisdiction, improper venue, or forum non conveniens. Each party hereby waives its right to a jury trial in the event of any such litigation. Neither party shall have any liability to the other for punitive, incidental, or consequential damages, including, but not limited to, loss of profit, revenue, or enterprise value, as a result of a breach of this agreement, tort, or otherwise, to the full extent such liability may be disclaimed by law. In any suit or action brought concerning this Agreement, its interpretation, performance or breach, including but not limited to any suit or action brought against Exhibitor by NMMA for the collection of fees or other sums due NMMA pursuant to this Agreement, the prevailing party's costs of such action, including reasonable attorneys' fees, shall be paid by the other party. The terms of this provision shall survive the termination or expiration of this Agreement.

- Attorney Fees - Any litigation, arbitration, or other proceeding by which one party either seeks to enforce its rights under this Agreement (whether in contract, tort, or both) or seeks a declaration of any rights or obligations under this Agreement, the prevailing party shall be awarded its reasonable attorney fees, and costs and expenses incurred.

9. ACTS OF GOD

NMMA shall have no liability to Exhibitor whatsoever for any matter or thing resulting from acts of God, (including, without limitation, fire, flood, earthquakes, hurricanes and tornadoes) or other events beyond the parties control, (including, without limitation, war, government regulation, disaster, strikes, civil disorder, curtailment of transportation facilities, or infectious disease); except that if such events prevent Exhibitor's show space being made available to Exhibitor, NMMA shall return to Exhibitor payments made by Exhibitor after deducting there-from a pro-rata share of expenses incurred in connection with said Show.

10. INSURANCE

- NMMA shall not be responsible for any loss of or damage to any property of the Exhibitor for any reason, including theft, unless such loss or damage is caused solely by the gross negligence of NMMA or any of its employees. Exhibitor is required to follow and use all of the security arrangements made by NMMA for property and valuables when the show is not open. In addition, Exhibitor is required to provide and keep in force during the show period, including move-in and move-out periods, the following insurance:

- Worker's compensation and employer's liability insurance covering its employees in the state in which the show is being held, in accordance with the statutes, rules and regulations promulgated by that state's governing authorities.
- Commercial General Liability Insurance (or its equivalent) including Products/Completed Operations, Personal and Advertising Injury, with a per occurrence limit of not less than \$1,000,000 and endorsed with National Marine Manufacturers Association, Inc. and other parties as delineated in the sample insurance certificate provided to Exhibitor, as Additional Insured's.

- Exhibitors using owned, leased, rented or borrowed vehicles on or within the venue are required to have Automobile Liability Insurance with a per occurrence limit of not less than \$1,000,000 endorsed with National Marine Manufacturers Association, Inc., and other parties as delineated in the sample insurance certificate provided to Exhibitor, as Additional Insured's.

- Certificates of insurance, with the limits, dates of coverage, and endorsements as stated above, shall be furnished to NMMA no later than 30 days before the scheduled move-in date for the show.

- The Exhibitor understands that neither the National Marine Manufacturers Association nor the Norwalk Cove Marina maintain insurance covering the Exhibitor's property and it is the sole responsibility of the Exhibitor to obtain such insurance. The Exhibitor waives any rights of subrogation available to Exhibitor or its insurance underwriters.

11. COPYRIGHTS AND OTHER INTELLECTUAL PROPERTY RIGHTS

Exhibitor hereby assumes all responsibility for, and all costs and expenses arising from, Exhibitor's or Exhibitor's agents' or employees' incorporation or use during the Event of any music, written material, dramatic rights, inventions, devices, products, or similar items that are the subject of any copyright, trademark, service mark, trade name, patent, trade secret franchise or other contractual or statutory protection. Exhibitor agrees to indemnify, defend and hold harmless NMMA and its directors, officers and employees from any claims, damages, costs or expenses, including, without limitations, attorneys' fees and expenses, incurred by any of them that arise out of or in connection with such incorporation or use, including but not limited to any action brought by ASCAP, BMI, SESAC, or other licensing organization for playing copyrighted music.

12. RULES AND REGULATIONS

- NMMA shall have the power to adopt, amend, interpret, and enforce all show terms, rules and regulations with respect to the operation and conduct of the Show, including but not limited to those regarding the kind, nature, and eligibility of all exhibitors and exhibits at the Show and the marketing activities of exhibitors with respect to the Show. Any exhibitor observed to be soliciting business in the aisles or other public spaces, in another company's booth, or in violation of any applicable NMMA terms, rules and regulations, will be asked to leave immediately. Additional penalties may be applied. Exhibitor shall comply with all show terms, rules and regulations, and with all pertinent and applicable laws, codes and regulations, federal, state, municipal and local, which affect the show space. Exhibitor's failure to comply with such laws, terms, rules and regulations shall entitle NMMA to terminate NMMA's obligations under this contract and remove Exhibitor from the show or shut down or darken Exhibitor's space. NMMA's decision on all such matters shall be final.

- Exhibitor's advertising and marketing of its participation in the Show in any medium, including but not limited to such activities on websites owned or controlled by Exhibitor and elsewhere on the internet, shall comply with all contracts and shall not infringe or otherwise misuse NMMA's trademarks ("the NMMA Marks") and other intellectual property. If, in the reasonable belief of NMMA, (i) Exhibitor's activities infringe any of the NMMA Marks, or (ii) Exhibitor's activities, including Exhibitor's using, without permission, the NMMA Marks on websites or in domain names, met tags, hypertext links, or any search engine sponsored links or search engine advertising programs (e.g., Google AdWords), are likely to cause confusion, mislead, or deceive, as to the source affiliation, connection, or association of NMMA with Exhibitor or its goods, services or other commercial activities, including but not limited to diverting away from NMMA's boat show websites and to Exhibitor's website web searches using the NMMA Marks, NMMA reserves the right to cancel Exhibitor's space and revoke seniority points for future boat shows. NMMA's decision on all such matters shall be final.

- No failure by NMMA to enforce, or any delay in the enforcement of, any rules, regulations, laws or any right, power or remedy that NMMA may have under this Agreement shall impair any right, power or remedy that NMMA may have under this Agreement.

Produced by:

2017 Norwalk Boat Show

Norwalk Boat Show RULES & REGULATIONS

- **Motorized Vehicles are not permitted in Boat Show exhibits without Show Manager's written approval.**
- **Boat exhibitors may display up to 20% of unused previous model year boats in their display.**
- **Exhibits must be set up and staffed during all open show hours.**
- **All semi and non-related product exhibits must display a nautical theme. Non-compliance can/will result in loss of renewal rights.**
- **Video or audio equipment is permitted, but must be operated so as not to create a disturbance.**
- **Membership rates are available to CMTA members whose dues are paid in full by 6/30/2017.**
- **There is a minimum slip rental fee based on 300 sq. ft. x the applicable member/non-member in-water space rate.**
- **Exhibitors will be subject to on-site audits and invoiced for additional square footage accordingly.**
- **Space must be Paid in Full by 7/1/2017 in order to receive exhibitor credentials.**
- **All exhibitors must submit an appropriate certificate of insurance prior to 9/1/2017.**
- **Water slip designations are subject to change at NMMA's discretion.**



SECURITY PRECAUTIONS

SUGGESTIONS & PRECAUTIONS

- Ship locked trunks or crates. Avoid using small cartons for shipping products and don't label the contents on the outside.
- Furnish your carrier with accurate bills of lading.
- Do not store un-displayed products in empty crates or cartons.
- Report any damaged or lost cartons to the Show Office immediately.
- Secure display product(s) within your exhibit with leaders or cords. Makes it difficult for someone to "walk off" with your merchandise.
- Do not stow cash boxes under/on tables where they can be easily taken.
- Do not leave briefcases, calculators, cameras, etc. in unattended booths.
- Cover your displays at night.
- Pack quickly upon receiving your empty crates at show break.
- During move-out, have an employee remain with the exhibit until all products have been repacked/loaded.

INSURANCE

- Neither the Progressive Insurance Norwalk Boat Show, Norwalk Cove Marina nor any show contractor can be responsible for the loss of merchandise before, during or after the show.
We recommend that you contact your insurance company and secure an all risk rider for merchandise and equipment from the point of shipment, during the show, and to the return destination.
- Exhibitors **must** submit liability insurance certificates to Wells Fargo. Wells Fargo will send individual emails to the main exhibitor contact to submit the insurance certificate.
If you have not received an email from Wells Fargo, please contact Josh Rosales jrosales@nmma.org and provide an updated email address.
- If you cannot receive emails then you can click on this link to upload the certificate of Insurance
- [CLICK HERE TO SUBMIT CERTIFICATE OF INSURANCE](#)
- [CLICK HERE TO PURCHASE LIABILITY INSURANCE FROM WELLS FARGO](#)
Or contact Wells Fargo Insurance Services at 206-701-5207
- If you receive an email from Wells Fargo please and you are not the person responsible, then please forward it to the correct person.

RULES & REGULATIONS

General Character & Conduct

Rules & Regulations

Security Precautions

Limits of Liability & Responsibility

Playing of Music

Exhibitor Liability

Notice

SAMPLE Certificate

Freight Terms & Conditions



LIMITS OF LIABILITY AND RESPONSIBILITY

MATERIAL HANDLING SERVICES RULES AND REGULATIONS — PLEASE READ CAREFULLY

RULES & REGULATIONS

General Character & Conduct

Rules & Regulations

Security Precautions

Limits of Liability & Responsibility

Playing of Music

Exhibitor Liability Notice

SAMPLE Certificate

Freight Terms & Conditions

1. NMMA and its subcontractors shall not be responsible for damage to uncrated an/or unskidded materials, materials improperly packed, glass breakage or concealed damage.
2. NMMA and its subcontractors, are not, and cannot be, responsible for loss or disappearances of Exhibitor's materials after same have been delivered to Exhibitor's booth.
3. Inbound Shipments – There may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of the representative at the booth and during such time the shipment(s) will be left unattended in the booth. Neither NMMA nor its subcontractors shall be responsible for any loss or damage, which may occur during such period.
NMMA and its subcontractors cannot be responsible for disappearance of Exhibitor's materials before the materials are picked up from the Exhibitor's booth for loading out after the show. All bills-of-lading covering outgoing shipments, which are given to NMMA by Exhibitors, will be checked at the time of pick-up from the booths and corrections made where discrepancies exist.
Outgoing Shipments – It is possible that there will be a lapse of time between the completion of packing and the actual pick-up of materials from the booths for loading onto a carrier, and during such time the shipment(s) will be left unattended in the booth. NMMA or its subcontractors will adjust the quantities of items on any bill-of-lading submitted to conform to the actual count of such items in the booth at time of pick-up.
4. NMMA and its subcontractors shall not be responsible for ordinary wear and tear in handling of equipment, nor for loss, delay or damage due to fire, theft, windstorm, water, vandalism, acts of god, mysterious disappearance, strikes, lockouts or work stoppage of any kind, or other causes beyond its control.
5. It is understood that NMMA and its subcontractors, are not insurers, that insurance, if any, shall be obtained by the Exhibitor and that any amounts payable to NMMA hereunder are based on the value of the material handling services and the scope of the liability as herein set forth and are unrelated to the value of the Exhibitor's property being handled. Since it is impractical and extremely difficult to fix the value of each shipment handled by NMMA or its subcontractors, it is understood that NMMA and its subcontractors do not provide for full liability should loss or damage occur. It is agreed that if NMMA or its subcontractors should be found liable for loss or damage due to a failure to properly handle Exhibitor's equipment, the liability shall be limited to the specific article which was physically lost or damaged and such liability shall be limited to a sum equal to \$.50 per pound, per article with a maximum liability of \$50.00 per item, or \$1,000.00 per shipment, whichever is less, as agreed upon damages and not as a penalty, as the exclusive remedy. The liability of NMMA and its subcontractors shall be limited to that derived from any loss or damage which results solely from the gross negligence of NMMA or its subcontractors in the actual physical handling of the items comprising Exhibitor's shipment(s) and not for any other type of loss or damage. Any claim for loss or damage must be submitted to NMMA prior to the close of the show.
6. NMMA and its subcontractors, shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues or for any collateral costs, which may result from any loss or damage to an Exhibitor's materials which may make it impossible or impractical to exhibit same.
7. The Exhibitor agrees, in connection with the receipts, handling, temporary storage and reloading of our materials that NMMA and its subcontractors, will provide their services as our agent, and not as bailee or shipper. If any employee of NMMA or its subcontractors, shall sign a delivery receipt, bill-of-lading or other document we agree that NMMA or its subcontractors, will do so as the Exhibitor's agent and the Exhibitor accepts the responsibility therefore.
8. In order to expedite removal of materials from the show site, NMMA shall have the authority to change designated carriers, if such carriers do not pick up on time. Where the Exhibitor makes no disposition, materials will be taken to a warehouse to await Exhibitor's shipping instructions and the exhibitor agrees to be responsible to pay for charges relating to such handling at the warehouse. No liability will be assumed as a result of such re-routing or handling.
9. Once exhibits or materials are placed in the booth, NMMA will not be responsible for condition, count, or content until such time as exhibits or materials are picked up for removal after the close of the Show. Therefore, all materials should be properly insured against fire, theft, and all hazards while in transit, and to and from your booth and for the duration of the Show.
Property Insurance: BE SURE YOUR MATERIALS ARE INSURED from the time they leave your firm until they are returned to the show. We suggest that Exhibitors arrange "all risk" coverage. This can be done by "riders" to existing policies. Contact your insurance representative. BE SURE YOUR LIABILITY INSURANCE IS IN EFFECT AT THE SHOWSITE. Be sure to review other insurance requirements per the contract for space.



PLAYING OF MUSIC

PERFORMANCE OF MUSIC AT THE PROGRESSIVE INSURANCE NORWALK BOAT SHOW

If any copyrighted music is to be played at your display, you must obtain all necessary licenses from the copyright owner or licensing agency representing the copyright owner.

The licensing requirements include the playing of live as well as recorded music (records, tapes, compact discs, radio broadcast, etc.) and also include music whether it is the essence of the presentation or is used only as background on videotapes or other presentations.

To obtain a valid ASCAP or BMI license, simply write a letter to the agencies listed below and tell them of the composition and the names and dates of the show at which you will be playing it.

ASCAP Licensing Dept.
1 Lincoln Plaza
New York, NY 10023
(212) 621-6000

BMI Licensing Dept.
320 West 57th Street
New York, NY 10019
(212) 586-2000

RULES & REGULATIONS

General Character & Conduct

Rules & Regulations

Security Precautions

Limits of Liability & Responsibility

Playing of Music

Exhibitor Liability Notice

SAMPLE Certificate

Freight Terms & Conditions

Adherence to these federally mandated copyright licensing laws is of critical importance. Failure to do so is both a violation of federal copyright law and a breach of your contract with NMMA. Penalties can amount to several thousand dollars.

Please take a few minutes to ensure a hassle-free event by acquiring the proper license.

Other options available to you are:

1. Simply don't play music in your display.
2. Contact the composer to make your own deal.
3. Use the music that is in the public domain.
4. Use the music from music libraries that have already obtained their own licenses from ASCAP and BMI or create original work.

Music libraries include:

Associated Production Music – (323) 461-3211

DeWolfe Music Library – (212) 382-0220

Killer Tracks – (323) 957-4455

Omnimusic, Inc. – (516) 883-0121

TRF Production Music Libraries – (800) 899-6871

Capital Music – (213) 462-6251

FirstCom – (972) 446-8742

Manhattan Production – (800) 227-1954

Promusic, Inc. – (800) 322-7879



EXHIBITOR LIABILITY NOTICE

As an exhibitor, you are required to carry commercial general liability insurance including products and completed operations, contractor's personal injury and blanket contractual liability insurance at limits of at least \$1,000,000 per occurrence and \$2,000,000 aggregate. These coverages must be evidenced by a Certificate of Insurance with a 30-day notice of cancellation provision to the holder. Coverage should begin from your first move-in day (September 18, 2017) and last through your last move-out day (September 26, 2018) and name **NMMA, Norwalk Boat Show, and the Norwalk Cove Marina** as additional insureds. The Certificate of Insurance must be provided at least 30 days before the move-in date by using the link that you will be receiving from Wells Fargo Insurance Services via email. The link will take you to a form that is pre-filled with your company's information based on what you provided to the show manager upon registration. Please follow the instructions provided in that email to complete the online form and attach your Certificate of Insurance.

If you prefer to purchase liability insurance for this event, you may do so by accessing the purchase link provided in the email from Wells Fargo Insurance Services.

The certificate holder name and address for the certificate should read:

Progressive Insurance Norwalk Boat Show

c/o NMMA

231 S. La Salle St., Ste. 2050

Chicago, IL 60604

Please refer to your NMMA Exhibit Space Agreement or contact your Exhibitor Relationship Manager if you have any questions regarding show requirements. For questions or concerns regarding insurance or website forms, please email Wells Fargo Insurance Services at tradeshow@wellsfargo.com.

Links for Insurance

To upload -

<https://wfis-forms.wellsfargo.com/webforms/exhibitorsinsurance/certificate.aspx?eventid=652>

To purchase -

<https://wfis-forms.wellsfargo.com/webforms/exhibitorsinsurance/getliabilityinsurance.aspx?eventid=652>

Please do not send certificates of insurance to NMMA, the show manager, or Wells Fargo Insurance Services. NMMA will automatically be notified upon completion of the online reporting form or purchase of insurance.

RULES & REGULATIONS

General Character & Conduct

Rules & Regulations

Security Precautions

Limits of Liability & Responsibility

Playing of Music

Exhibitor Liability Notice

SAMPLE Certificate

Freight Terms & Conditions



SAMPLE CERTIFICATE OF INSURANCE

RULES & REGULATIONS

General Character & Conduct

Rules & Regulations

Security Precautions

Limits of Liability & Responsibility

Playing of Music

Exhibitor Liability Notice

SAMPLE Certificate

Freight Terms & Conditions



CERTIFICATE OF LIABILITY INSURANCE

258685

DATE (MM/DD/YYYY)
5/01/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. 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).


PRODUCER Your Agent or Broker Address City, State, Zip	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: FAX (A/C, No): INSURER(S) AFFORDING COVERAGE NAIC # INSURER A : INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :
--	---

COVERAGES **CERTIFICATE NUMBER:** 10502658 **REVISION NUMBER:** See below

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
X	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		Your Policy No.	01/01/2017	01/01/2018	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 - COMPIOP AGG \$ 1,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		SPECIMEN ONLY			COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 W/ respect to the Norwalk Boat Show 9/18/17 to 9/26/17 (including move-in/move-out), NMMA, Norwalk Boat Show, and the Norwalk Cove Marina are included as additional insureds.

CERTIFICATE HOLDER Progressive Insurance Norwalk Boat Show c/o NMMA 231 S. La Salle St., Ste. 2050 Chicago, IL 60604	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	---

The ACORD name and logo are registered marks of ACORD © 1988-2014 ACORD CORPORATION. All rights reserved.

ACORD 25 (2014/01)

(This certificate replaces certificate# 9097204 issued on 5/15/2015)



FREIGHT TERMS AND CONDITIONS

All material handling charges must be paid before official show close.

1. All shipments should be made on a straight bill-of-lading. It is understood that all shipments are released to us at a value not to exceed \$0.30 per pound with a maximum of \$50.00 per article.
2. Any shipment requiring special handling due to length, width, height or weight will be handled on a time and material basis. Show Management reserves the right to refuse any single piece that, due to its size, will not fit through doorways or elevators.
3. NMMA will not be responsible for the count or content of material after it has been placed in the booth area, and will not assume any responsibility for materials left in booth prior to NMMA taking physical count and possession in preparation of moving such materials.
4. All outbound shipments must be tendered with a bill-of-lading.
5. Make certain all your materials are properly insured against fire, theft, and all hazards while in transit to and from your space, and for the duration of the event.
6. Exhibitor routing on outbound shipments will be honored when possible. In the event the designated carrier fails to pick up by the specified time, such shipments will be re-routed by NMMA. No liability will be assumed as a result of such re-routing. Exhibitor assumes all risks and responsibility.
7. NMMA assumes no responsibility for concealed damage.
8. Exhibits left on the floor without return instructions will be returned to exhibitor's address, freight collect, if possible.
9. NMMA, as the Material Handling Contractor, shall maintain control over all freight docks, doors, elevators and create storage areas.
10. Freight can be received at Show site (Norwalk Cove Marina – 48 Calf Pasture Beach Road, Norwalk, CT 06855) no earlier than August 22. Freight cannot be accepted on weekends.

RULES & REGULATIONS

General Character & Conduct

Rules & Regulations

Security Precautions

Limits of Liability & Responsibility

Playing of Music

Exhibitor Liability Notice

SAMPLE Certificate

Freight Terms & Conditions