



Utility Payment Conference

2018 Utility Payment Conference Exhibitor Liability Insurance Requirement

Your agreement to exhibit at the Utility Payment Conference requires that your Company provide insurance coverage for the duration of the conference. If you have not already done so, please notify your Insurance Carrier of the need to provide an Accord 25 document no later than September 15, 2018.

Exhibitors shall provide a Certificate of Insurance for the Utility Payment Conference with a 30-day notice of cancellation provision effective for October 22 – October 25, 2018.

The Certificate shall provide evidence of commercial general liability coverage with limits of \$1,000,000 per occurrence, with a \$2,000,000 general aggregate to include coverage for independent contractors, personal injury and blanket contractual liability as shown below.

Exhibitor shall also provide evidence that it maintains worker's compensation with statutory limits, and employer's liability limits of \$1,000,000 per claim.

The additional blanket coverage information must be listed in the section cited below.

Description- include the following:

1. Conference Coverage Dates: October 22 – October 25, 2018
2. Co-insured companies required to be included:
 - Utility Payment Conference
 - Doubletree by Hilton Orlando at Sea World
 - Freeman
 - PSAV

Certificate Holder – List as:

ARK Enterprises, LLC
d/b/a Utility Payment Conference
Attention: Amanda Johnson
3522 – 33 Street Ct.
Moline, IL 61265

The Certificate of Insurance must be received by the Utility Payment Conference no later than September 15, 2018. **Failure to provide this document cancels your company from exhibiting at our conference with no refund.**

You may mail the Certificate to the address listed above or E-mail it to info@paymentconference.com.

Note: Each year we request a new Certificate of Insurance be submitted with the new conference dates as well as naming new co-insured companies.

Thank you in advance for your full cooperation.