

# Certificate of Liability Insurance is Required by ShowSpan, Inc.



PLEASE EMAIL OR FAX this request to your insurance agent to have a Certificate of Liability insurance forwarded to ShowSpan, Inc. **DEADLINE: FEBRUARY 7, 2022**

**TO:**

(Insurance Agency)

**FROM:**

(Exhibitor/Company name)

## **ATTENTION INSURANCE AGENCY:**

We are participating in a consumer show produced by Showspan, Inc. They have requested a copy of our certificate of general business liability insurance.

## **Requirements listed below that Showspan, Inc. requires on the certificate:**

Must identify CERTIFICATE HOLDER as: ***Show Michigan Corporation and ShowSpan, Inc.  
2121 Celebration Drive NE.  
Grand Rapids, MI 49525***

Must include Exhibiting Company's Name and ANY dba's that apply must be listed on the certificate.

Must include Commercial General Liability amounts, (\$1 million or more) and POLICY expiration dates.

Must list the specific name & dates of the show including move-in and move-out dates:

- ***West Michigan Golf Show - FEBRUARY 9-14, 2022***

Must include the following language:

- ***Show Michigan Corporation and ShowSpan, Inc. and their respective owners, officers, officials, agents and employees are additional named insureds, and will be held harmless and indemnified for all related liabilities or costs, including but not limited to all attorney fees and defense costs. This insurance shall not be cancelled unless thirty (30) days prior written notice has been given to the certificate holder.***

## **FORWARD CERTIFICATE OF LIABILITY INSURANCE TO:**

Attn: Molly Harrison | ShowSpan, Inc.  
2121 Celebration Drive NE  
Grand Rapids, MI 49525  
Email: [mollyh@showspan.com](mailto:mollyh@showspan.com)  
Fax 616-447-2861

Any questions? Call Molly Harrison at ShowSpan, Inc. at 616-447-2860 | Ext. 1077