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## 2024 OLYMPIA INSURANCE REQUIREMENTS

Olympia Weekend | Las Vegas Convention Center | Las Vegas, NV | October 10-13

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### CERTIFICATE HOLDER

**Olympia Productions, LLC**  
2025 S. Airport Blvd.  
Chandler, AZ 85286-1707

### ADDITIONAL INSURED

**JW Holdings LLC**  
2025 S. Airport Blvd.  
Chandler, AZ 85286-1707

### **Las Vegas Convention and Visitors Authority/LVCVA**

3150 Paradise Road  
Las Vegas, NV 89109

### **Resorts World Las Vegas LLC**

3000 Las Vegas Blvd South  
Las Vegas, NV 89109

*If you are sampling anything consumable at your booth also include:*

### **Sodexo Live!**

3150 Paradise Rd.  
Las Vegas, NV 89109

### COVERAGE AND LIMITS REQUIRED

- a) **Comprehensive general liability\*** insurance and/or excess umbrella liability policy with limits not less than \$1,000,000 per occurrence and a \$2,000,000 policy aggregate, which shall contain coverage parts for blanket contractual, broad form property damage, third party property damage, severability of interest, and primary and non-contributory coverage.
- b) **Comprehensive automobile liability** and non-ownership automobile liability insurance with a bodily injury/property damage limit not less than \$1,000,000.
- c) **Workers' compensation insurance** with statutory limits and employer's liability limits not less than \$1,000,000.
- d) **Commercial umbrella insurance** with policy limits not less than \$1,000,000.
- e) **Participant liability coverage.**
- f) **DEADLINE to submit certificate July 31, 2024.** Submit to [aroturra@mrolympia.com](mailto:aroturra@mrolympia.com). We strongly recommend that you submit your certificate prior to the deadline to ensure it is fully compliant.

\*In the event that the general liability policy contains a care, custody or control exclusion Exhibitor shall also include third party property damage coverage with a limit not less than \$2,000,000.

## HELPFUL TIPS

- ✓ Make sure that all of the additional insured parties and certificate holder are listed properly (correct spelling and address). You may submit as one certificate of insurance or separate certificates listing each additional insured individually.
- ✓ Make sure that the ADDITIONAL INSURED box is check off on your certificate.
- ✓ The exhibitors parent company and the name you are exhibiting as should both be listed on your certificate of insurance as the insured party.
- ✓ Certificate of Insurance (COI) policy dates should be valid during our event, October 8-13, 2024 depending on when you intend to set up and dismantle your booth. If your policy expires prior to our event, we ask that you submit a new certificate reflecting the active dates of your policy as soon as it is made available.
- ✓ Workers' Comp is required to be included on the certificate if there is staff employed to work at your booth as per your state law. If it is ownership only working at the booth, then worker's comp is not needed. A separate certificate can be submitted showing proof of workers' comp and Olympia Productions LLC must be listed as the certificate holder.
- ✓ The certificate should follow the policy limits as listed in your exhibitor application and referenced on the previous page.
- ✓ Please note that if any items are missing or incorrect we will ask that you revise and resubmit your certificate.
- ✓ **Additionally, if you have any consumable items at your booth please refer to the Sodexo Live! sampling form for their insurance requirements and instructions. A COI naming Sodexo Live! and LVCVA as additional insured should be submitted directly to Sodexo Live!**

**If you have any questions about insurance requirements please contact your Olympia representative.**

Thank you for your cooperation!

