

# Request for Certificate

**Instructions:** All Exhibitors shall present the Chamber an accord certificate of liability insurance with the Howell Chamber named as an additional named insured for the Home Show. This is not additional insurance; it is a certificate that verifies you have commercial general liability insurance coverage. Your insurance agent will be familiar with the process. If you wish, you may fax the form below to your insurance agent-who will then provide the certificate directly to us.

TO: \_\_\_\_\_  
(Your insurance agent)

FAX NUMBER: \_\_\_\_\_

FROM: \_\_\_\_\_  
(Print your company name here)

PHONE NUMBER: \_\_\_\_\_  
(Print your phone number here)

**SUBJECT: REQUEST FOR CERTIFICATE OF COMMERCIAL GENERAL LIABILITY INSURANCE COVERAGE**

We are participating in the 2012 Livingston County Home & Garden Show hosted by the Howell Area Chamber of Commerce. Please provide a certificate of liability insurance coverage.

Please FAX the certificate, listing the Howell Area Chamber of Commerce as the certificate holder and listing the liability amounts and expiration dates for our company. **The accord certificate shall endorse the Chamber indicating that the Exhibitor has commercial general liability coverage of not less than \$300,000 per occurrence for bodily injury and property damage.**

Hosted by:  
Howell Area Chamber of Commerce  
123 E. Washington St.  
Howell, MI 48855  
FAX: 517-546-4115

Show location:  
Howell High School  
1200 W. Grand River  
Howell, MI 48843  
Show Dates: March 23 – 25, 2012

**Please fax to Christine at (517) 546-4115  
or email to [cblair@howell.org](mailto:cblair@howell.org)**

Howell Area Chamber of Commerce, 123 E. Washington St., Howell, MI 48843  
Phone: (517) 546-3920