

Every exhibitor is required to have a minimum liability of \$1 million per occurrence, combined single limit, for bodily injury, property damage, and workers compensation to exhibit at the IFT Food Expo. Exhibitors are not required to submit the Certificate of Insurance. A certificate of insurance must be made available upon request.

Failure by IFT Management to request proof of insurance shall not relieve Exhibitor from carrying proper coverage. Exhibitor understands that neither IFT nor McCormick Place Convention Center, or Freeman maintains insurance covering Exhibitor's property and it is the sole responsibility of Exhibitor to obtain such insurance.

The IFT and all organizations and individuals employed by or associated with the 203 IFT Annual Meeting & Food Expo will not be responsible for injury, damage or loss that may occur to an exhibitor, his/her employees or agents, nor to the safety of any exhibit or other property due to theft, fire, accident, or any other destructive causes.

We strongly suggest that you obtain a rider to your existing insurance policy to protect your booth/product from the time it leaves your warehouse to the time it returns.

However, if an exhibitor is using an Exhibitor Appointed Contractor, the Exhibitor Appointed contractors are required to provide a certificate of insurance.

Required Certificate Details for Exhibitor Appointed Contractors

- Certificates must show coverage from July 9, 2013 – July 19, 2013.
- Minimum comprehensive general liability is \$1 million per occurrence, combined single limit, for bodily injury & property damage.
- Workers Compensation as required by Illinois statutes shall also be shown on said certificate.
- Certificates of Insurance must identify the following as Certificate Holder and additional insured as follows:
 - Institute of Food Technologist and IFT Foundation
525 West Van Buren Street, Ste. 1000
Chicago, IL 60607
 - Freeman
5040 West Roosevelt Road
Chicago, IL 60644-1436
 - McCormick Place Convention Center
2301 S. Lake Shore Drive
Chicago, IL 60616
 - Convention Specialists, Inc.
726 Fox Run Drive
Geneva, IL 60134

Submitting the Certificate of Insurance

Please submit your company's Certificate of Insurance electronically using the EAC Registration on-line tool or fax/email to:

Convention Specialists, Inc.
726 Fox Run Drive
Geneva, IL 60134
E-Mail: ddaup@conventionspecialists.net
Fax: (630) 232-2259

Need to Purchase Insurance:

You may order a Certificate of Insurance through your current insurance provider. Insurance can be purchased through any provider. If you need an insurance provider you can work with ExhibitorInsurance.com IFT has no relationship with ExhibitorInsurance.com, nor does IFT receive any value from ExhibitorInsurance.com.

Insurance may be purchased on a show-by-show basis through ExhibitInsurance.com. . [Click here](#) for United States order form; [click here](#) for international order form; or [click here](#) for Canadian order form. You can also contact ExhibitInsurance.com by calling 866.836.9066. Their website is www.exhibitorinsurance.com.

If you have any questions regarding your company's Certificate of Insurance please contact:

Kathy Danner,
Exhibits Coordinator
E-Mail: kpdanner@ift.org
Phone: 312.604.0279