

HALLOWEEN & PARTY EXPO

Houston TX • Jan 28-31, 2012

Liability Insurance Information Required by George R. Brown Convention Center

The Houston George R. Brown Convention Center requires that all exhibitors provide proof of general liability coverage from an insurance company while they are onsite at the Expo. Exhibitors can provide proof of insurance by:

Option 1: Provide a certificate of insurance from your liability insurer adding the George R. Brown and H&P Expo, LLC as additional insured's during the dates of the show. Your insurance agent or company can fax this to 866.826.0250.

Option 2: If you do not have this coverage in place, the Halloween and Party Expo has made arrangements for all of our exhibitors to acquire this coverage at a significant savings, \$75 plus tax, from Novick Insurance Company. Please visit www.HalloweenPartyExpo.com and click the *Exhibitors* tab at the top. On the left side of the screen click the link, *Exhibitor Online Service Manual*, then click on *Novick Insurance*. Fill out this page, and you are covered for any emergency, including: weather, communicable diseases, and hotel cancellation.

In 2009, one of the show exhibit's booth fell during show move-in. Luckily, the booth fell into an unoccupied aisle and did not hit other booths. However, had the booth hit a person or another exhibitor's materials insurance would have been critical.

Actual Convention Center Claim Scenarios:

The convention center or hotel exhibit floor can be a hazardous place especially during setup and breakdown. The following examples are based on actual incidents from other shows where the resulting lawsuit named, among others, both the show organizers as well as the property owner (hotel or convention center). In each instance, the show organizers were required to indemnify and hold harmless the property owner.

Toppled Exhibit Booth

Arriving late to the hall exhibitor employees were rushing to set up their booth. Standing on a high riser chair to install lighting fixtures an employee fell forward knocking the booth skeleton backward into the exhibit booth behind it which in turn collapsed on top of two employees in that booth space. Employees of the second booth brought suit for their injuries. Damages sought by the innocent exhibiting company involved property damage to the booth, loss of use and the attendant loss of projected revenue from the tradeshow. Both claims named the show organizers and exhibit hall authority, as well as the exhibitor whose employee was responsible for the event. The employee causing the claim also brought suit against her employer, the show organizer and the exhibit hall authority citing a lack of available safety apparatus.

Hazard Within the Booth

While a number of attendees were listening to a discussion taking place in the exhibitor's booth, another exhibitor employee pulled a box of brochures from beneath a table to restock a display. The box was left out momentarily at which point an attendee fell over the box striking her head and arm as she fell backward. The attendee suffered a concussion,

fractured wrist and elbow and over the following months complained of a variety of related medical issues. In addition to lost wages and medical expenses her spouse brought a claim citing loss of services.

Aluminum Foil

An exhibitor employee was walking the show floor during setup when he stepped into the exhibit space of a booth during set up to speak with a colleague. A piece of metal lattice, described as weighing no more than several wadded up balls of aluminum foil, fell on the visiting employee's shoulder. His claim cited a remarkable degree of medical impairment including the resulting loss of wages and the ever present "pain and mental anguish."

Forklift

Following setup, the exhibitor arranged a meeting in the booth space for all employees. Two employees were joking around at the edge of the booth and aisle when one pushed the other into the path of a forklift. The injured employee was struck by one of the tongs causing major lacerations and breaking bones from the employee's hip and thigh.

Please note, proof of insurance must be given before the start of move-in date or your company will not be allowed on the show floor per George R. Brown Convention Center rules.