



2025 DATES | Press: **April 16 & 17** | Public: **April 18 – 27**

Javits Center | NYC

CERTIFICATE OF INSURANCE: AFTERMARKET & RETAIL

DUE FEBRUARY 5, 2025

ALL EXHIBITORS, THEIR APPOINTED EXHIBIT COMPANIES, SUPPLIERS, AND CONTRACTORS MUST SUBMIT A CERTIFICATE OF INSURANCE TO SHOW MANAGEMENT.

The following insurance coverage is required:

- ⊕ Commercial General Liability with limits not less than \$1,000,000 per occurrence; \$1,000,000 in aggregate.
- ⊕ Commercial Automobile Liability covering owned, non-owned or hired vehicles to be used in and/or out of the Center, such policy to insure loading or unloading hazards with limits not less than \$500,000 in respect of injuries to any one person in any one occurrence and \$1,000,000 in respect of injuries to more than one person in any occurrence and \$500,000 in respect of damage to property, or \$1,000,000 combined single limit.
- ⊕ General Liability and Automobile Liability shall include waiver of subrogation endorsement.
- ⊕ Workers Compensation, statutory benefits including Employer Liability limit not less than \$1,000,000 per occurrence.
- ⊕ Name as Additional Insured: *New York Convention Center Operating Corporation, State of New York, the New York Convention Center Development Corporation, the New York State Urban Development Corporation dba Empire State Development, the Triborough Bridge and Tunnel Authority, the Greater New York Automobile Dealers Association, Inc., and their respective boards of directors, officers, agents, and employees. Insurance carriers shall have no rights to subrogation against any Additional Insured(s).*
- ⊕ Additional Insured to receive 10-day notice of cancellation or material change.
- ⊕ All insurance policies shall be Primary and Non-Contributory.
- ⊕ All Insurance companies must be rated "A" or better by A.M. Best.

No exhibitor will be allowed to set-up until a valid certificate of insurance is provided. Certificate must be submitted no later than February 5, 2025.

Certificate must be inclusive of the dates: April 18 – 28, 2025

SEND Original Certificate(s) to:

Diane Thompson
Greater New York Automobile Dealers Association
18-10 Whitestone Expressway
Whitestone, NY 11357

Certificate of Authority New York State

All sales and promotion of products must be done from within the confines of your exhibit space. No soliciting is allowed outside of exhibit space boundaries. Please provide written notification to Diane Thompson (at above address) by February 5, 2025, if you are NOT selling product from your exhibit space.

A "Certificate of Authority" gives an exhibitor the right to collect sales tax on their taxable sales. You **MUST** register with the NYS Tax Department at least 20 days before you can sell merchandise in New York State. A Certificate of Authority must be displayed in your exhibit space and a copy sent to the attention of Diane Thompson, Operations Manager, **NO LATER** than February 5, 2025. If you do not currently have a Certificate of Authority, you can apply online. For details, visit https://www.businessexpress.ny.gov/app/answers/cms/a_id/2058.