



## **INSURANCE AND LIABILITY**

All exhibitors must submit proof of:

\* a minimum of **\$1,000,000 general liability insurance** and

\* at least **\$500,000 Workers' Compensation insurance** (if your company is required by law to carry it).

Permission to participate in the "Home & Garden Expo of Oklahoma" as an exhibitor is given on the express understanding that Cox Radio, Inc. and Tulsa County Public Facilities Authority, its employees, agents and volunteers do not accept responsibility for any damage, loss or theft to property that belongs to the exhibitor.

If you do not have this coverage in place, Cox Radio, Inc. has made arrangements so that all of our exhibitors can instantly acquire applicable coverage that covers you for the entire week of the show for just \$84 from Rainprotection Insurance Company. Contact number is 1-800-528-7975.

**Prior to set-up, every exhibitor is required to submit proof of insurance.** Insurance should be general liability insurance of a minimum of \$1,000,000.00 and name:

- **Cox Radio, Inc., 2625 S. Memorial Dr., Tulsa, OK 74129** **and**
- **Tulsa County Public Facilities Authority, 4145 E. 21<sup>st</sup> St., Tulsa, OK 74112** as additional insureds **or** certificate holders.

**We must be in possession of both Cox Radio Inc and Tulsa County Public Facilities Authority certificates. If this proof of insurance is not received prior to your assigned move-in date, you will NOT be allowed in the building to set up your display. NO EXCEPTIONS!**

Your insurance certificate(s) may be:

- 1) Emailed to Lisa.Burkman@cmg.com (preferred method)
- 2) Faxed to (918) 493-5357 or
- 3) Mailed to: **(Certificates must arrive before 7/3/20 if mailed)**

Cox Radio, Inc.  
Attn: Lisa Burkman  
2625 S. Memorial Dr.  
Tulsa, OK 74129

Lisa Contact Information:  
918-523-2003 Direct  
918-523-2067 Events line

**FEEL FREE TO FORWARD THIS INFORMATION TO YOUR  
INSURANCE AGENT FOR ASSISTANCE.**