

COAL-GEN

CERTIFICATE OF INSURANCE & EAC POLICY

Exhibitor Certificate of Liability Insurance (required for all exhibitors)

A requirement of exhibiting at the Coal-Gen Conference and Exhibition is for ALL exhibitors to carry liability insurance throughout the Exhibition. **The deadline for submitting the Certificate indicating adequate insurance coverage is July 20, 2010.** Exhibitor's insurance carrier must issue such Certificate of Liability Insurance. PennWell does not require a specific form. *

Even if Exhibitor hires an Exhibitor Appointed Contractor (EAC), Exhibitor still must supply its **own** Certificate of Liability Insurance. (See *EAC Section of Brede Exposition Services manual.*)

To ensure that the Certificate of Liability Insurance is correct, please make sure that it includes the follows:

Under Description of Operations, it needs to include:

All activities related to COAL-GEN Conference and Exhibition,
PennWell Corporation, COAL-GEN, Brede/Allied, David L. Lawrence Convention Center, Pittsburgh,
Pennsylvania;
August 7 – 13, 2010

Under the *Certificate Holder*, it must include:

PennWell Corporation
1421 South Sheridan Road
Tulsa, OK 74112

Complete Certificates of Liability Insurance must be sent to Vanessa Thompspon at +1 918/831-9834, emailed to vanessat@pennwell.com or mailed to Vanessa Thompson, PennWell Corporation, 1421 S. Sheridan Rd, Tulsa, OK, 74112. Please call +1 918/832-9276 with any questions.

Exhibitor Appointed Contractors (EAC)

An Exhibitor Appointed Contractor (EAC) is a company (other than the official service contractor listed in the Exhibitor Manual) that provides a service (for example, display and installation/dismantling of a booth) at Exhibitor's request and needs access to Exhibitor's booth during the installation and/or dismantling period. If you hire an EAC, you must complete and return the Request for Set Up by Non-Official Contractor Form (EAC) in Brede's portion of the manual. The EAC will also have to provide a Certificate of Liability Insurance as described in the Brede section.

Any questions related to the Certificates of Liability Insurance or an EAC should be directed to Vanessa Thompson at +1 918/832-9276 or Vanessat@pennwell.com.