

Toronto Bicycle Show and E-Bike Expo

OB Canadian Shows & Special Events Inc.
18 King Street East, Suite 1400, Toronto, Ontario M5C 1C4 Canada
Tel.: (416) 363-1292 • www.bicycleshowtoronto.com

January 26, 2024

Dear Exhibitor:

SUBJECT: Required “Certificate of Insurance” Confirming Liability Coverage is in place and our name is added as an Additional Insured from March 8 – 10, 2024
Please mail or fax certificate to our office.

Please forward this letter and the attached form to your insurance agent as soon as possible. Your insurance company or agent is familiar with this simple request.

It is **mandatory** for each exhibitor to obtain a certificate of insurance confirming liability coverage is in place with respect to the booth and product while located in the show plus we require our name to be added as an additional insured. Our full name is: **CANADIAN SHOWS & SPECIAL EVENTS INC. O/A TORONTO BICYCLE SHOW AND E-BIKE EXPO.**

Please e-mail a copy of your insurance certificate to Vanessa@telsec.net or mail to: 18 King Street East, Suite 1400, Toronto, Ontario, M5C 1C4. We would appreciate your immediate attention to this matter. Thank you for your usual co-operation.

Yours truly,

Brian Miles
President

cc: Josie Graziosi
Vanessa Graziosi