



INFORMATION FOR REQUESTING CERTIFICATES OF INSURANCE

When contacting your insurance carrier to request a certificate of insurance, you will want to provide the following information:

- Name of Event:** 2021 National Catholic Youth Conference
- Location:** Indiana Convention Center and Lucas Oil Stadium
- Dates of Event:** Thursday, November 18 – Saturday, November 20, 2021
- Move In Dates:** Wednesday, November 17, 2021 & Thursday, November 18, 2021*
- Move Out Dates:** Saturday, November 20, 2021

Additional Insureds:

National Federation for Catholic Youth Ministry, Inc.
415 Michigan Ave, NE, Ste 40
Washington DC 20017

Fern Exposition & Event Services
1500 Old Leonard Avenue
Columbus, OH 43219

Capital Improvement Board of Managers of Marion County, Indiana
100 South Capitol Avenue
Indianapolis, IN 46225-1071

Marion County Convention and Recreational Facilities Authority
100 South Capitol Avenue
Indianapolis, IN 46225-1071

Indiana Stadium and Convention Building Authority
100 South Capitol Avenue
Indianapolis, IN 46225-107

Exhibitors should have their insurance carrier send the certificate as an email attachment directly to them. DO NOT HAVE YOUR INSURER SEND IT DIRECTLY TO NFCYM. Exhibitors should save and print a copy for their records and send a copy as an email attachment to the Exhibits Manager at exhibits@nfcym.org with the subject line: ***COI [Insert Name of Exhibitor]***. This will help us match your certificate to your record.

The certificate of insurance should be submitted no later than **November 1, 2021**. Failure to submit provide NFCYM a certificate of insurance may result in assignment of exhibit space to another exhibitor applicant and shall not relieve the exhibitor from its insurance obligations.