



PERMITS

Temporary Seller's Permit

California state law requires that all exhibitors selling merchandise from the floor or taking orders either on a wholesale or retail basis, must have a valid California Seller's Permit. Show Management is responsible for notifying exhibitors of this requirement and identifying those to which this requirement applies. Show Management is also responsible for obtaining proof that exhibitors either hold a valid seller's permit, or are not offering for sale any merchandise subject to sales tax.

Seller's permits can be obtained through the State Board of Equalization. Refer to the local telephone directory for the location of the nearest field office. It is listed under the State of California "Taxes" Section: Board of Equalization.

Consumer Show Managers must have a Long Beach Business License. Contact the Long Beach Business License Div. by mail or phone at 333 W. Ocean Blvd., Long Beach, CA 90802, (562) 570-6211.

Insurance Requirements

Licensees using any of the facilities of the Long Beach Convention & Entertainment Center are required to have insurance coverage in effect during their entire occupancy including move-in and move-out.

The minimum required for this coverage is one million (\$1,000,000.00) dollars of combined single limit coverage. Licensees may elect one of the following two (2) options under which to provide the required insurance.

FIRST OPTION:

To obtain the required coverage from an insurance company licensed to transact business in the State of California with at least an A-XII rating in the most current A.M. Best's manual. A certificate of Insurance and the Endorsement below, which names SMG, and the City of Long Beach, their officers, agents and employees as additional insureds (using this exact verbiage) must be signed by an authorized insurance agent, and filed with the Long Beach Convention & Entertainment Center.



SECOND OPTION:

To participate in the Long Beach Convention & Entertainment Center's in-house insurance program. Coverage under this blanket policy can be provided for your event at a premium of \$.50 per attendee (with a minimum \$150 charge) per event day. The premium for in-house insurance is payable to the Long Beach Convention & Entertainment Center.

If the required Certificate of insurance and Endorsement of premium payment is not received as requested, Licensees' event will be subject to cancellation.

Endorsement

"Within the limits set forth in the declarations to indemnify and save harmless SMG and the City of Long Beach, their officers, agents and employees, from and against any and all claims or demands of any kind or nature which SMG and the City of Long Beach, their officers and employees, or any of them, may sustain or incur, or which may be imposed upon them, or any of them, as a result of the use by assured of any facility of the Long Beach Convention & Entertainment Center (described in the agreement issued to the assured by SMG and the City of Long Beach.)"

"SMG and the City of Long Beach, their officers, agents, and employees, are hereby named additional assureds under the policy, and in the event of the assureds incurring liability to any of the other assureds against whom claims is, or may be made in the same manner as if separate policies had been issued to each, but this shall not operate to increase the limits of the companies liability."

"This policy shall not be cancelled or coverage hereunder reduced prior to the termination of the permit or until the Manager has received a thirty (30) day written notice of such cancellation. The insurance afforded SMG and the City of Long Beach, their officers, agents, and employees under this policy is primary insurance and not contributory with any other insurance of SMG and the City of Long Beach. This endorsement shall control over all other provisions of the policy, or endorsements thereto, which are inconsistent therewith."