# Important Notice on Insurance

Exhibitors are required to take out sufficient and specific insurance for the exhibition they participate in to cover its displays, exhibits, stand fittings and fixtures against loss or damage, and shall produce such policy of insurance to the Hong Kong Trade Development Council ("**Organiser**") upon request. In general, the coverage of the insurance should also extend to booth setting and dismantlement, property during exhibition, inland transit, public liability and employees' compensation. Exhibitors are also advised to obtain comprehensive insurance coverage for the whole exhibition period, including move-in and move-out dates for the entire exhibition venue, as well as the storage area. Exhibitors are reminded to observe the relevant terms stated in Clauses 70.1 and 72 of Section 3.1, and Section 3.15 of Part III "Rules and Regulations" in the Exhibitors' Manual.

Additionally, exhibitors are required to comply with Section 40 of the Employees' Compensation Ordinance, Cap.282 ("**ECO**") to cover their liabilities both under the ECO and at common law for work-related injuries to all their employees, regardless of the length of employment contract, work hours, or employment type (full-time, part-time, permanent, or temporary).

The Organiser undertakes no responsibility (whether financial, legal or otherwise) for any type of risk concerning or affecting the exhibitors or visitors, or their personal belongings and exhibits.

**<u>List of Insurers (for Reference Only)</u>**

The insurers listed below covers **Hong Kong entities only**. For mainland and overseas exhibitors, please consult your local insurers.

This list is provided purely as a reference for exhibitors. It is not a must for exhibitors to use the service of any of the below insurers. Please feel free to contact other insurers or your insurance agent. The Hong Kong Trade Development Council is neither affiliated with nor compensated by any of the insurers. The Organiser assumes no responsibility for the competence or integrity of the insurers listed and exhibitors are advised to exercise normal business precautions as they would in dealing with any service suppliers.

It will normally take around 2 to 3 weeks for an insurer to process and issue the required insurance policy. Exhibitors are advised to allow enough time to purchase the insurance well in advance before the fair starts.

**China Pacific Insurance Co.,(H.K.) Ltd.**
Contact: Ms. Priscilla Tam
Tel: 852-2137 7671
Email: priscilla.tam@cpic.com.hk

**China Ping An Insurance (Hong Kong) Company Limited**
Tel: 852-2827 1883
Email: marketing@cpaihk.com

**Circle Asia Ltd**
**Broker Company: CCW Global**
Contact: Mr. Alan Chung (The insurer's agent representative)
Tel: 852-2114 3490
Email: alan@ccw-global.com

**Concord Insurance Company Limited**
Contact: Mr. Daniel Ng
Tel: 852-2156 1535
Email: danielng@concordinsurance.com.hk

**Zurich Insurance Company Ltd**
Contact Number: 852-2977 0222
Contact Email: smedirect@zurich-ia.com.hk

Hong Kong Trade Development Council