

Certificate of Insurance requirements for Inventory Suppliers

1. In the Description of Operations/Locations box it should state: **Fellowes, Inc. and its subsidiaries and its affiliates shall be named as “additional insureds on a primary and non-contributory basis.**
 - a. The certificate must contain a CG 20 26—Additional Insured Endorsement or its equivalent as well as a waiver of subrogation in favor of Fellowes in the Waiver of Rights of Recovery form CG 24 04 or its equivalent.
2. The limits of General Liability coverage as evidenced in the certificate shall be equal to or greater than:
 - a. **General Aggregate: \$2,000,000 OR show Umbrella in excess of \$1MM primary**
 - b. **Products—Completed Operations Aggregate: \$2,000,000**
 - c. **Each Occurrence: \$1,000,000**
 - d. **Personal and Advertising Injury: \$1,000,000**
3. The certificate must show complete carrier name and must be signed
4. The certificate must provide at least 30 days notice of policy cancellation