



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:** 2025 National Catholic Youth Conference
- Location:** Indiana Convention Center and Lucas Oil Stadium
- Dates of Event:** Thursday, November 20 – Saturday, November 22, 2025
- Move-In Dates:** Wednesday, November 19, 2025, Thursday, November 20, 2025*
- Move Out Dates:** Saturday, November 22, 2025

Additional Insureds:

1. National Federation for Catholic Youth Ministry, Inc.
415 Michigan Ave, NE, Ste 40
Washington DC 20017
2. A Classic Expo
8020 Zionsville Rd.
Indianapolis, IN 46268
3. Capital Improvement Board of Managers of Marion County, Indiana
100 South Capitol Avenue
Indianapolis, IN 46225-1071
4. Marion County Convention and Recreational Facilities Authority
100 South Capitol Avenue
Indianapolis, IN 46225-1071
5. Indiana Stadium and Convention Building Authority
100 South Capitol Avenue
Indianapolis, IN 46225-1071

DO NOT HAVE YOUR INSURER SEND YOUR COI DIRECTLY TO NFCYM.

Your insurance carrier should send your certificate to you as an email attachment.

Save a copy for your records and forward the email to 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 within five days of your booth selection but no later than **November 1, 2025**. Failure to submit a certificate of insurance may result in the reassignment of your exhibit space to another exhibitor applicant.

