

The 2014 **NAMA OneShow<sup>SM</sup>**  
APRIL 9, 10 & 11 / **CHICAGO**  
McCORMICK PLACE LAKESIDE CENTER



**General Service Contractor (GSC)**

Global Experience Specialists (GES) is the General Service Contractor (GSC) for The 2014 NAMA OneShow<sup>SM</sup>. They will provide all necessary services and equipment for the Expo. GSCs are appointed to:

- Insure the orderly and efficient installation and removal of the overall exposition
- Assure the distribution of labor to all Exhibitors according to need
- Provide sufficient labor to satisfy the requirements of Exhibitors and for the Expo itself
- Avoid any conflict with local union and/or exhibit hall regulations and requirements

GES will provide the usual trade show services, including labor; however, exhibitors may supervise the labor of their booth or appoint an Exhibitor-Appointed Contractor (EAC) to install their booth. All other services and equipment must be provided through the official show contractors selected by NAMA for the quality of their service, efficiency and cost savings they offer you.

**Exhibitor-Appointed and/or Independent Contractors (EAC)**

Independent contractors must conform to the International Association for Exposition & Events (IAEE), Exhibit Designers and Producers Association (ED&PA) and Exposition Service Contractors Association (ESCA) display guidelines and must be signatory to a current local collective bargaining agreement.

Exhibitors using Exhibitor-Appointed and/or Independent Contractors must provide a copy of an insurance certificate naming Show Management and Global Experience Specialists (GES) as additional insureds and the completed Notice of Intent to Use Exhibitor-Appointed Contractor form found in the GES pages of this Exhibitor Service Manual. **The insurance certificate and Exhibitor-Appointed Non-Official Contractor Authorization form must be received by GES no later than Sunday, March 9, 2014.**

**Trade Show Insurance**

Consult with your insurance company for the most current information regarding insuring the contents of your booth during shipment and at the OneShow. It is the responsibility of each exhibiting company to provide adequate insurance coverage.

**Please note:** The National Automatic Merchandising Association, Corcoran Expositions, Inc, GES and McCormick Place are not responsible or liable for losses or theft that occur onsite at the OneShow.

Proper planning prior to arriving at the OneShow will help to ensure that you have a successful show. Remember to send copies of all shipping receipts, furniture orders, services orders and insurance coverage with your onsite staff for reference.