

EAC REGISTRATION



ORDER DEADLINE:
FEBRUARY 7, 2014

What's an EAC?

An Exhibitor Appointed Contractor (EAC) is a company, other than the official contractor, that provides exhibit services (eg. audio visual, I&D, floral, photography, etc.). If you hire an EAC, they will need a badge to access your booth during move-in, show dates and move-out for CONEXPO-CON/AGG and IFPE 2014. For coordination and security purposes, exhibitors who choose to use an EAC must comply with all show rules and regulations, and complete the registration process by February 7, 2014.

Forms will only be accepted if filled out by an authorized representative of the exhibiting company.



Registration Program!

The Exhibit & Event Marketers Assn. (E2MA) has been selected to assist CONEXPO-CON/AGG and IFPE 2014 with the registration and badging of EACs at this year's show. By registering your EAC online, the processing of the EAC notification forms and insurance certificates will be greatly enhanced and simplified. Just go to www.e2ma.org and click on EAC Registration. For those exhibitors without internet access, a faxable EAC registration form is provided here.

Register online



Registering your EAC at www.e2ma.org is the most convenient and timely way to assure you get the EAC you want.

1. Visit www.e2ma.org and click EAC Registration in the upper header.
2. Login as an Exhibitor and select CONEXPO-CON/AGG & IFPE 2014.
*Continue by entering in your user ID, password and email address.
3. Continue by following the steps noted on your screen.
4. EAC's can pick up their work passes onsite in the Show Management office.

**Please note, your user ID and password will be identical. It is the same password used to register your Exhibit Staff.*

www.e2ma.org

Register by form

Online registration is preferred, however, hard copies of forms can be accepted. Please fill out one form per EAC.

Please type or print

EXHIBITING COMPANY		DATE
EXHIBITOR CONTACT		PHONE
Email		
USER ID	PASSWORD	
EAC		
EAC CONTACT		
STREET ADDRESS		
CITY	STATE	ZIP
PHONE	FAX	
Email		
DESCRIPTION OF SERVICE FOR EXHIBITING COMPANY		

RETURN FORM TO:

E2MA
2214 NW 5th St., Bend, OR 97701
541/317-8749 fax 541/317-8768 tel
www.e2ma.org

