

EXHIBITOR APPOINTED CONTRACTORS EAC AUTHORIZATION FORM



Deadline: April 21, 2017 (Filled out by EXHIBITOR)

An Exhibitor Appointed Contractor (EAC) is any company other than one of the designated official contractors which an exhibitor wants to employ inside the exhibit hall or other show event/meeting space before, during or after the show.

NO PERMISSION to use an EAC will be granted for the performance of the following services:

- Electrical, Plumbing and All Other Utilities
- Drayage/Forklift Operations
- Overhead, Genie and Any Other Motorized Lift
- Catering/Food Service
- Telephone/Communications
- Rigging
- Booth Cleaning
- Security

All EACs must be approved in advance by Show Management. If your company plans to use a non-official contractor/EAC, you must notify Show Management by completing and submitting this form.

Exhibiting Company Name

Name: _____ Booth # _____

Contact: _____

Phone Number: _____ E-Mail Address: _____

Exhibitor Appointed Contractor: _____

Type of Services: _____

Contact: _____

Phone Number: _____ E-Mail Address: _____

On-Site Contact: _____ Cell Phone: _____

**Complete and return this form along with required insurance documentation.
RETURN TO: Karen Frank Karen.frank-lopez@ubm.com or fax to (310) 943-3363.**

If you prefer to submit this digitally, please click [here](#).