



## RULES FOR THE USE OF EXHIBITOR APPOINTED CONTRACTORS

Global Experience Specialist (GES) will have available professional union labor for all of the work necessary for the installation and dismantling of your exhibit. Should you use the services of an exhibitor appointed contractor (EAC), you must comply with the following requirements. These requirements apply to unofficial contractors such as I/D Companies, Audiovisual Companies, Computer Rental Companies, Florist, Security, Etc.

1. Global Experience Specialist (GES) and Show Management must be notified in writing 30 days prior to move-in, of the firm's name, address, telephone, and name of on-site person who will be supervising the work of the EAC.
2. All EAC's must have licenses, permits or bonding's required by federal, state, county, municipal governments and the Mandalay Bay Convention Center prior to commencing work, and shall provide show management with evidence of Compliance.
3. All EAC who perform any work at the show must furnish show management with a current Certificate of Insurance with limits of not less than \$1,000,000 for bodily injury, \$500,000 for property damage and \$1,000,000 for liability and workers compensation; **naming Western Veterinary Conference, Global Experience Specialist (GES), and the Mandalay Bay Convention Center** as additional insured.

The Certificate of Insurance must cover from Friday, March 2, 2018 through Thursday, March 8, 2018. Certificates must be received no later than 30 days before the move-in of the show or unauthorized contractors will not be allowed access to the exhibit hall to perform their work.

4. The EAC must not solicit business in the exhibit hall and must confine their work to the exhibit booth of their client(s).
5. The EAC must comply with local labor agreements and practices and must not commit any acts that could lead to work stoppages, strikes, or labor problems.
6. Exhibitors are liable for restoring their exhibit area to its original condition (i.e. free of tape and other remnants of use).
7. The EAC must adhere to the move-in and move-out schedules. Exhibitors and the appointed contractors will be responsible for any additional expenses incurred by show management or the Global Experience Specialist Companies, should this not occur.
8. All personnel in the employ of EAC's must be badged or wrist banded during Exhibitor Move-In and Set-Up, and Teardown. Show days will require everyone to present his or her official Western Veterinary Conference badge. No one will be allowed in the exhibit hall without proper WVC badges. Wristband will be available at the Exhibitor Registration Desk.
9. The EAC will be responsible for any fees established by show management for expenses incurred because of their activities.
10. No EAC will be allowed to set-up their workstations in the aisles, freight, or no freight.