



CONTRACTOR ONLY—EAC

The Exhibitor Appointed Contractor must submit its Certificate of Insurance (COI), valid for E3 2016, to Show Management by **April 25, 2016**. The COI must name AEG Management LACC, LLC, the City of Los Angeles, GES Expositions Services, ESA and Show Management, as well as their respective parents, subsidiaries, affiliates, licensees, lenders, contractors, partners, members, shareholders, officers, agents, representatives, directors, employees, successors and assigns along with the exhibiting company and booth number. All EAC companies must fill out this form and return to Show Management.

If Show Management has not received your insurance certificate prior to Move-In, the EAC will not be allowed access to the exhibit floor.

Exhibitor Appointed Contractor Information

Please check type of EAC you represent:

- Audio-Visual
- Internet
- I & D Contractor
- Computer
- Design house (not including I&D)
- Other _____

Independent Contractor/Display House: _____
 Contractor Contact Name: _____
 On-site Contact Name (if different): _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Telephone: _____ Fax: _____
 Email: _____

Please provide show management with a list of your Supervisors name(s) for on-site contacts:

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

Exhibitor Information

Company: _____ **Booth #:** _____ **Total Sq. Ft.:** _____

Please E-Mail or Mail this form by April 25, 2016 to:

Attn: Mariella Ley/Alida Roberts
E3 2016
 c/o IDG World Expo
 4025 Fair Ridge Drive, Suite 250 Fairfax, VA 22033
mley@idgworldexpo.com | aroberts@idgworldexpo.com | T. 703.383.3976 x 12 | x 15

