

2013 EMERGENCY NURSES ASSOCIATION ANNUAL CONFERENCE

REQUEST FOR USE OF EXHIBITOR DESIGNATED CONTRACTORS (EDC)

DEADLINE TO RETURN THIS FORM IS AUGUST 6, 2013

In the best interest of the exhibitors, ENA has selected certain companies (at rates considered equitable and normal for the area) as Official Contractors for various convention services. If you, the exhibitor, have contracted with any company other than those appointed by ENA, you must complete and return this form prior to move-in and set-up of your exhibit. **In addition, it is your responsibility to inform your contractor of the rules governing exhibitor appointed contractors with reference to providing proof of liability/compensation insurance to the Emergency Nurses Association.**

PLEASE NOTE: The Certificate of Insurance must be turned in by the Exhibitor Designated Contractor to ENA and GES by September 4, 2013.

CONTACT NAME _____ BOOTH # _____

COMPANY _____

ADDRESS _____

CITY, STATE, ZIP CODE _____

PHONE _____

CONTRACTOR CONTRACTED WITH:

COMPANY _____

ADDRESS _____

CITY, STATE, ZIP CODE _____

SUPERVISOR _____ DATE _____

PHONE _____

SERVICES PROVIDED BY THE CONTRACTOR:

EXHIBITOR SIGNATURES: _____ **DATE** _____

Mail this form to:

Linda J. Moustis, Exhibit Manager
Emergency Nurses Association
915 Lee Street, Des Plaines, IL 60016
Phone: 847-460-4077
Fax: 847-460-4004

For ENA Use Only: _____ Certificate of Insurance received / Date: _____