

Exhibitor Appointed Contractor Guidelines

While SCCM Show Management has made every effort to appoint the best qualified contractors to provide services at the 2025 Critical Care Congress, we recognize that many exhibitors may appoint vendors who they believe will best service their needs before, during and after the show. To ensure that all contractors on the show floor are properly insured and credentialed, there are certain procedures exhibitors must take for obtaining approval to utilize non-official contractors.

Exhibitor Responsibilities

An Exhibitor Appointed Contractor is any company (other than one of the designated official contractors) that an exhibitor wants to use inside Connections Central (the Exhibit Hall) before, during or after the show.

Exhibitors must submit the **Exhibitor Appointed Contractor Form** found in the Exhibitor Service Manual to request approval to use an Exhibitor Appointed Contractor. Requests must come from the exhibition company. One Exhibitor Appointed Contractor cannot specify another Exhibitor Appointed Contractor.

Approval to use an Exhibitor Appointed Contractor will not be granted for the following services: Electrical, Plumbing, Telephone, Drayage, Rigging, Cleaning, Security or Catering. Exhibitor Appointed Contractors must either obtain labor from the Official General Contractor (Global Experience Specialists (GES)) or provide evidence to the official contractor that he possesses applicable and current labor contracts. Requests to use an Exhibitor Appointed Contractor must be received by **January 17, 2025**.

Exhibitor Appointed Contractor Responsibilities

The Exhibitor Appointed Contractor must provide an **ORIGINAL** Certificate of Insurance (valid during the dates of installation through dismantle of the show) in the amount of \$2 million (\$2,000,000) combined single limit bodily injury and broad form contractual liability property damage coverage, including broad form contractual liability naming SCCM and Global Experience Specialists (GES) as additional insured.

Without a Certificate of Insurance, contractors will not be allowed in Connections Central (the Exhibit Hall). Insurance Certificate must be the original copy. If you have questions, contact GES at +1 800 475-2098. Certificates of Insurance must be sent to GES and SCCM by **January 17, 2025**.

Rules and Regulations Governing Exhibitor Appointed Contractors

1. The Exhibitor Appointed Contractor will refrain from placing an undue burden on the Official Contractors, especially by not interfering in any way with any Official Contractor's work.
2. The Exhibitor Appointed Contractor will not solicit business on the show floor at any time, including during installation, show hours and dismantling.
3. The Exhibitor Appointed Contractor will share with the Official Contractor(s) all reasonable costs incurred in connection with the operation, including overtime pay for stewards, security, if necessary, restoration of exhibit space to its initial condition, marking of the floor, etc.
4. The Exhibitor Appointed Contractor will cooperate fully with the Official Contractors and will comply with existing labor regulations or contracts as determined by the commitment made and obligations assumed by Show Management in any contracts with the Official Contractors.
5. The Exhibitor Appointed Contractor shall be fully responsible to SCCM for all acts and omissions of its employees, agents, and independent contractors. The EAC shall fully comply with all terms and conditions of the convention center rules and regulations and shall be financially responsible to SCCM for any non-compliance therewith by the EAC or any of its employees, agents or independent contractors.

CRITICAL CARE CONGRESS

FEBRUARY 23-25, 2025 | ORLANDO, FLORIDA

Society of
Critical Care Medicine
The Intensive Care Professionals



Work badges will be issued to the Exhibitor Appointed Contractor's On-Site Supervisor at the Exhibitor Registration desk for access into the hall during installation and dismantlement. If a Certificate of Insurance is not on file, Exhibitor Appointed Contractors will not be allowed access into the hall. If contractors require access to the show during official show dates, exhibitors must register them as company exhibitor personnel as work badges will be invalid during all show hours. All contractors must have a business card with their name and company name on it to pick up a badge.

SHOW MANAGEMENT'S DISCRETIONARY RIGHTS

The Society of Critical Care Medicine reserves the right, in its sole discretion, to withhold approval or to dismiss from the show, any service contractor whose participation in the show may, in the opinion of show management, lead to strikes, picketing, or other labor action directed at the show, or other disruption of the show, or other reasonable interference with or inconvenience to the show or any of the exhibitors.

In the interest of providing a safe and efficient move-in, show, and move-out, cooperation from exhibitors and Exhibitor Appointed Contractors is required.