



NOTICE OF INTENT TO HIRE AN EAC

5675 McLaughlin Road, Mississauga, Ontario, L5R 3K5 Tel: 905.283.0500 Toll Free: 1.877.437.4247
torontoexhibitorservices@ges.com www.ges.com/ca

An exhibitor appointed contractor (EAC) is a company other than the general or official service provider on the show that requires access to a booth during installation and dismantling. The EAC may only provide services in the facility that are not designated by the facility as exclusive to a designated provider, or by the show organizer in a contract as an exclusive service for the general or official service provider or other 3rd party.

If you are hiring an EAC please submit this form along with a valid Certificate of Insurance to **GES** by 30 days prior to show start. The Notice of Intent to use an EAC must be completed for every third party (as well as any other third party ordering or requesting services from **GES** on behalf of Exhibitor) at the above Show.

Failure to provide the above items may result in restricting the EAC's company personnel from working on the exhibit floor. The EAC may be required to hire installation and dismantling labour from **GES** and may be able to supervise the installation and dismantling only.

All companies are to abide by Canadian Labour laws, and governing union jurisdiction within the venue/facility.

Exhibiting Company: _____ Booth #: _____
Authorized Name & Title: _____
<input type="checkbox"/> Yes - We will employ the services of (name of EAC): _____
<input type="checkbox"/> Certificate of Insurance Attached
<input type="checkbox"/> Certificate of Insurance to Follow
Full Name of EAC: _____
Complete Address: _____
City, Province/State: _____
Phone Number: _____ Fax Number: _____
Email Address: _____
EAC "Show Site" Representative: _____
Type of Service to be performed: _____
<p>Return this form to: GES c/o HITEC 2023 Exhibitor Services Department 5675 McLaughlin Road, Toronto, Ontario L5R 3K5 Ph: 905.283.0500 torontoexhibitorservices@ges.com www.ges.com/ca</p>

GES shall have no liability to any party for damage or injuries caused by exhibitor or its 3rd party agents. It is the exhibitor's responsibility to provide its exhibitor appointed contractors with all show rules and regulations as set forth in the exhibitor space lease and the Exhibitor Service Manual. Exhibitor agrees to indemnify and defend **GES** for the actions of its agents and exhibitor appointed contractors. The exhibitor is responsible for any losses, damages or injuries that are caused by or attributed to exhibitor appointed contractors that are not covered or provided by exhibitor appointed contractor's insurance.