



EXHIBITOR-APPOINTED CONTRACTOR FORM

If your company plans to use ANY non-official, exhibitor-appointed contractor not listed on the NACS Show 2011 Official List of Contractors, this form must be completed and signed by a representative of the Exhibiting Company and submitted by **September 9, 2011**. A Certificate of Insurance must be submitted by the Exhibitor Appointed Contractor in order for them to gain access to the NACS Show Floor. NO EXCEPTIONS WILL BE MADE!

Exhibiting Company Information

Exhibiting Company Name: _____ Booth #: _____

Exhibit Contact: _____ Exhibit Contact Phone: _____

Exhibit Contact Signature: _____ Date: _____

The authorized signature confirms that the exhibiting company has committed to use the specified services of the following Exhibitor Appointed Contractor(s) for NACS and they agree to abide by all Guidelines outlined in relation to Exhibitor Appointed Contractors.

Exhibitor-Appointed Contractor Information

EAC Contractor Name: _____

Pre-Show EAC Contact: _____

Address: _____

Phone: _____ Fax: _____ Email: _____

EAC On-Site Contact: _____ EAC Onsite Number: _____

NOTICE TO EXHIBITOR APPOINTED CONTRACTORS:

If you are sub-contracting your on-site labor, please complete the section below.

Sub-Contractor Information

Sub-Contractor Name: _____

Pre-Show Contact: _____

Address: _____

Phone: _____ Fax: _____ Email: _____

On-Site Contact: _____ Onsite Number: _____

IMPORTANT!!! Any and all contractors who will be doing work ON-SITE must provide a CERTIFICATE OF INSURANCE in order to gain access to the NACS Show Floor.

APPROVED EXHIBITOR APPOINTED CONTRACTORS MAY ONLY PERFORM THE FOLLOWING SERVICES. PLEASE CHECK WHAT SERVICE(S) WILL BE PROVIDED BY THE CONTRACTOR NAMED ABOVE:

- | | | |
|---|--|---------------------------------------|
| <input type="checkbox"/> Display Labor | <input type="checkbox"/> Furnishings | <input type="checkbox"/> Audio Visual |
| <input type="checkbox"/> Installation & Dismantle Supervision | <input type="checkbox"/> Hostess/Models/Talent | <input type="checkbox"/> Signs |
| <input type="checkbox"/> Display House Supervision | <input type="checkbox"/> Booth Display/Rental | <input type="checkbox"/> Floral |
| <input type="checkbox"/> Other _____ | | |

The following services will be provided exclusively by the Official Contractors and/or Facility:

Rigging Labor • Electrical Services/Labor • Telecommunications Services/Labor • Material Handling • Computer Rental • Plumbing Services/Labor • Internet Services/Labor • Booth Cleaning • Booth Security • Catering/Food & Beverage

FAX completed form to Alison Daniels at (703) 518-4265 by September 9, 2011

Questions? Contact Alison Daniels at adaniels@nacsonline.com or (703) 518-4287