



Exhibitor Appointed Contractor (EAC) Authorization Form

DEADLINE: December 4, 2011

Please return by December 4, WITH Proper Certificate of Insurance

If a Digital Plant exhibitor plans to use a firm other than the Official Service contractor (Freeman Decorating Company) for exhibitor installation and/or dismantle, the Exhibitor Contact Only must complete and return this form no later than December 4, 2011.

Under no circumstances, may any Exhibitor use any service supplier on the exhibit floor other than the official contractors for electrical, utilities, telephone, catering, security, leaning, material handling, and rigging.

Please type or print: Exhibiting Company: \_\_\_\_\_

Exhibitor Contact: \_\_\_\_\_

Booth Number: \_\_\_\_\_ Phone: \_\_\_\_\_ E-mail \_\_\_\_\_

Should you utilize an Exhibitor Appointed Contractor for any service, you agree to indemnify and hold harmless Digital Plant and the exhibit facility from any act or situation which would cause Digital Plant and the exhibit facility to become liable or suffer losses, damages, injuries, claims, demands, and expenses including legal expenses, due to the presence or action of the Exhibitor Appointed Contractor(s).

Signature of Exhibitor Contact: \_\_\_\_\_ Date: \_\_\_\_\_

This form will only be accepted if it is signed by the EXHIBITOR CONTACT.

Type of work to be performed: \_\_\_\_\_

Exhibitor Appointed Contractor: \_\_\_\_\_

Contractor Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City-State-Zip: \_\_\_\_\_ Fax: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail \_\_\_\_\_

All of the above information MUST BE COMPLETED in order to be accepted by Digital Plant The Exhibitor Appointed Contractor's Certificate of Insurance must show Digital Plant as the ADDITIONAL INSURED and be received by the above deadline date.

Please Return to: Theresa Nguyen – Fax: 832-242-1971 - theresan@tradefairgroup.com TradeFair Group an Access Intelligence Company, 11000 Richmond Ave, Ste 690, Houston, TX 77042