



EAC Request Form

(Exhibitor Appointed Contractor)

DEADLINE: October 21st, 2022

REQUEST TO USE AN EXHIBITOR APPOINTED CONTRACTOR

An Exhibitor Appointed Contractor (EAC) is any contractor other than the Official Decorator (Goodkey Show Services) or Exhibiting Company Personnel that is providing a service to an Exhibitor within his exhibit space. This includes but is not limited to the following services; Audio Visual, Florists, Carpet, and Installation/Dismantling Labor. The unpacking, erection, assembling, dismantling and packing of displays and equipment must be done either by the Exhibitor, Official Decorator, or Exhibitor Appointed Contractor.

Exceptions to the foregoing will be considered only in cases where permission has been requested in writing by the Exhibitor and received by Agri-Trade Equipment Expo no later than Friday, October 21st, 2022. Exceptions will be granted only if they will not interfere with or prejudice the orderly set-up, interim services, or dismantling of the Show. An exception will not be granted if it is inconsistent with the commitments made and obligations assumed by Agri-Trade Equipment Expo in any contract with service contractors or in its leases with exhibit halls. Set-Up lanyards will be available at the Show Office (located at the East End of the Stockmens Pavilion) for all EAC Labor Personnel. **All employees, agents or representatives who are performing services must provide Agri-Trade Equipment Expo with original and valid Certificates of Insurance at the time that this request is made.**

Exhibitors using the services of Exhibitor Appointed Contractors, other than the Official Decorator, shall be held responsible for these employees' conduct and liabilities.

Exhibiting Company: _____ Booth #: _____

Contracted Company: _____

Address: _____ City/Province/Postal Code: _____

Telephone: _____ # of Workers: _____

Work to be performed:

Authorized By: _____
(Exhibitor Signature) (Title)