



AGRI-TRADE EXHIBITOR APPOINTED CONTRACTOR FORM (EAC)

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 the exhibit space. This includes but is not limited to the following services; Audio Visual, Florists, Carpet, and Installation/Dismantling Labor. The unpacking, erecting, 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 20th, 2023. 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 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, as per below.

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

INSURANCE (MANDATORY)

All contractors are responsible for carrying their own insurance (general and third-party liability) related to their participation at the show and must be submitted with this form in order to provide services to the exhibitor. Please find requirements listed below (failure to meet all requirements listed below will result in your insurance certificate being declined:

INSURANCE CERTIFICATE REQUIREMENTS:

Insured Third Party Listed & Address: Agri-Trade Equipment Expo LTD., 3017 Gaetz, 50 Ave, Red Deer, AB, T4N 5Y6,

Insurance Liability: \$2,000,000 minimum, inclusive of bodily injury and property damage per occurrence.

Duration/Dates: Contractor shall obtain and maintain in force for the period beginning with the move-in date and ending after the move-out of equipment/belongings from the Westerner Park Grounds.

Exhibiting Company: _____ Booth #: _____

Contracted Company: _____

Address: _____ City/Province/Postal Code: _____

Telephone: _____ # of Workers: _____

Work to be performed:

Is Insurance Certificate Attached (Insurance must be submitted with this form): Yes ____ No ____

Authorized By: _____
(Exhibitor Signature) (Title)