

EXHIBITOR APPOINTED CONTRACTOR (EAC) AUTHORIZATION DEADLINE – JAN. 6, 2023

All exhibitors using services/labor that are not designated as official show contractors, excluding activities outside the exhibit area (i.e. trucking, construction, design, etc.) must complete this form.

EXHIBITING COMPANY INFORMATION

Exhibiting company name _____ Booth number _____

Exhibitor contact _____

Address _____

City _____ State _____ ZIP _____ Country _____

Phone _____ Fax _____ Email _____

EXHIBITOR APPOINTED CONTRACTOR COMPANY INFORMATION

Exhibitor appointed contractor company name _____

Contact name _____

Address _____

City _____ State _____ ZIP _____ Country _____

Phone _____ Fax _____ Email _____

They will perform the following service(s): _____

Please list names (if known) of additional staff from your exhibitor appointed contractor who will require entry/access to the trade show floor:

I/we agree to comply with show management's request/requirement to submit a COI for each EAC.

I/we understand our organization is ultimately responsible for the actions of this contractor while they work this assignment.

Signature (This form must be signed by the exhibitor contact) _____

Please fax or email this form to show management at 785-832-4498 / cts@gcsaa.org.

You can log on to gcsaaconference.com and visit the exhibitor section to submit this form online. If you have any questions, please call show management at 800-472-7878. We look forward to seeing you in Orlando!