



**EXHIBITOR APPOINTED CONTRACTOR (EAC)
APPROVAL REQUEST FORM**

If your company plans to use a firm that is not the official service contractor as designated by Show Management, which is (GES) Global Experience Specialists, please complete this form and send it to Questex, LLC by **February 28th, 2022**. It is the responsibility of the exhibitor to see that each representative of an Exhibitor Appointed Contractor (EAC) abides by the official rules and regulations of the event.

EXHIBITOR NAME: _____ BOOTH #: _____

CONTACT AT SHOW: _____

EXHIBITOR APPOINTED CONTRACTOR (EAC): _____

ADDRESS OF EAC: _____

PHONE: _____ FAX: _____

TYPE OF SERVICE TO BE PERFORMED: _____

AUTHORIZED SIGNATURE: _____

DATE: _____

Inform your EAC that they **must** send a copy of their General Liability Insurance Certificate to Questex, LLC no later than **February 28th** or they will not be permitted to service your exhibit.

Janelle Worton, Operations Manager
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