

If your company plans to use a firm that is not the official service contractor as designated by Show Management (RES), please complete this form and send to Questex Media Group by May 7, 2010. 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 #: \_\_\_\_\_

SHOW CONTACT: \_\_\_\_\_

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 Media Group no later than May 7, 2010 or they will not be permitted to service your exhibit.

**Return by May 7, 2010**

Joanne Valenca, Event Operations Manager  
jvalenca@questex.com

Questex Media Group • 275 Grove Str., Suite 2-130 • Newton, MA 02466

Phone: (617) 219-8374 • Fax: (617) 219-8310