Notice of Intent to Use Exhibitor Appointed Contractor

DEADLINE – 8 June 2012

If your organization intends to use the services of an exhibitor appointed contractor (EAC) for SIGGRAPH2012 you must complete this form. EAC’s include, but are not limited to, installation and dismantle contractors, booth designers and builders, non-official florists, furniture suppliers, and laborers.

1. Complete this form and return it to Exhibition Management by 8 June 2012.

2. Notify your exhibitor appointed contractor that a General Liability Certificate of Insurance is required by SIGGRAPH2012 and that the certificate must be forwarded to Exhibition Management by 8 June.

Exhibitor Appointed Contractor:

Company Name __________________________________________________________

Contact Name __________________________________________________________

Street Address __________________________________________________________

City, State, Province, Postal Code, Country __________________________________

E-mail Address __________________________________________________________

Area Code and Telephone Number __________________________________________

Area Code and Fax Number _______________________________________________

This form will only be accepted if completed by an authorized representative of the exhibiting company.

Keep a Copy for Your Files.

Return This Form To:

SIGGRAPH2012
Hall-Erickson, Inc.
Exhibition Management
Fax: 630.929.8932
E-mail: pmcquality@heiexpo.com

Exhibitor ___________________________ Booth No. __________

Phone (____) __________ Fax (____) __________

Authorized by _______________ Date __________

Auth. Signature _______________________________________
