



Notice of Intent to Use Exhibitor Appointed Contractor

DEADLINE – 11 July 2014

If your organization intends to use the services of an exhibitor appointed contractor (EAC) for SIGGRAPH2013 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 **11 July 2014**.
2. Notify your exhibitor appointed contractor that a General Liability Certificate of Insurance is required by SIGGRAPH2013 and that the certificate must be forwarded to Exhibition Management by **11 July**.

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: SIGGRAPH2014 Hall-Erickson, Inc. Exhibition Management Fax: 630.225.5324 E-mail: pmcquality@heiexpo.com	Exhibitor _____ Booth No. _____
	Phone (_____) _____ Fax (_____) _____
	Authorized by _____ Date _____
	Auth. Signature _____