

AgSmart 2022 Exhibitor Appointed Contractor Request Form

An Exhibitor Appointed Contractor (EAC) is any contractor other than the Official Show Providers or Exhibiting Company Personnel that is providing a service to an Exhibitor within his exhibit space. This includes but is not limited to the following services; Audio Visual, Florists, Carpet, and Installation/Dismantling Labor. The unpacking, erection, assembling, dismantling and packing of displays and equipment must be done either by the Exhibitor, Official Decorator, or Exhibitor Appointed Contractor.

Exceptions to the foregoing will be considered only in cases where permission has been requested in writing by the Exhibitor and received by AgSmart no later than Friday, July 29, 2022. Exceptions will be granted only if they will not interfere with or prejudice the orderly set-up, interim services, or dismantling of the Show. An exception will not be granted if it is inconsistent with the commitments made and obligations assumed by AgSmart in any contract with service contractors or in its leases with event site. Sign in forms/tags will be available at the Show Office (located in the north west corner of the event site) for all EAC Labor Personnel.

EAC's must add AgSmart/Olds College as additional insured to their insurance policies (Minimum \$2 million CGL) and provide a copy along with this completed form. All employees, agents or representatives who are performing services must provide AgSmart with original and valid Certificates of Insurance at the time that this request is made.

Exhibitors using the services of Exhibitor Appointed Contractors, other than the Official Show Providers, shall be held responsible for these employees' conduct and liabilities.

Exhibiting Company: _____ Booth #: _____

Contracted Company: _____

Address: _____ City/Province/Postal Code: _____

Telephone: _____ # of Workers: _____

Email: _____

Work to be performed:

Authorized By: _____

(Exhibitor Signature)

(Title)