



# APPOINTED CONTRACTOR FORM

## DEADLINE: MONDAY, FEBRUARY 6, 2017

March 8-9, 2017 • Metro Toronto Convention Centre

Exhibitors may employ the services of independent contractors to install and dismantle their exhibits, providing the exhibitor and the **Exhibitor Appointed Contractor** (EAC) comply with all show rules and regulations. Show Management must be notified 18 days prior to the move-in day of the show (March 7, 2017) if you are using an EAC, so that they may communicate with each contractor planning to provide these services. Exhibitors must also notify their EAC that a General Liability Certificate of Insurance is required by February 10, 2017 to Show Management (anum@dx3canada.com).

**We request permission to use the following EAC to perform installation and dismantle services:**

Company: \_\_\_\_\_

Contact: \_\_\_\_\_ Job Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

### **SUBMITTED BY EXHIBITING COMPANY:**

Company: \_\_\_\_\_ Booth Number: \_\_\_\_\_

Contact: \_\_\_\_\_ Job Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please submit this form to Anum Rubec at [anum@dx3canada.com](mailto:anum@dx3canada.com)