WESTERN STATES
ROOFING CONTRACTORS ASSOCIATION

WESTERN ROOFING EXPO 2010

EXHIBITOR APPOINTED CONTRACTOR DESIGNATION FORM

WESTERN ROOFING EXPO 2010
WSRCA's 36th Annual Convention & Tradeshow
June 20-23, 2010
Paris-Las Vegas Hotel & Casino
Las Vegas, Nevada

Return the Completed Form and the Exhibitor Appointed Contractors Certificate of Insurance prior to April 1, 2010

Complete this form if you are using a service contractor other than the official service contrator to unpack, erect, assemble, dismantle or pack your display. Please make sure your contractor completes the enclosed information form and returns it to Show Management with the appropriate fees and certificate of insurance. **Show Management must receive the completed forms and related materials before the EAC will be permitted on the show floor.**

Definition: An Exhibitor Appointed Contractor (EAC) is any company, other than the designated official service contractors, that an exhibitor wishes to use that requires access to the exhibit hall either before, during or after the show. **EAC's cannot perform the following exclusive services: electrical, plumbing, internet, telephone, drayage, rigging, booth cleaning, security and catering.**

EXHIBITING COMPANY INFORMATION

Exhibiting Company _____ Booth # _____
Address _____
City _____ State _____ Zip _____
Contact Name/Title _____
Phone _____ Fax _____
Email _____

EXHIBITOR APPOINTED CONTRACTOR INFORMATION

Type of work to be performed _____
Independent Service Contractor/Display House _____
Contractor Contact Name _____
Address _____
City _____ State _____ Zip _____
Phone _____ Fax _____
Email _____

I certify that I have authorized the exhibitor appointed contractor named above to install and dismantle my exhibit at the Western Roofing Expo. Knowing that the contractor is my official representative, I further certify that the contractor will adhere to all show, facility, and regulations as if my own employee. The contractor will be informed that a certificate of liability insurance is required by April 1, 2010. I understand that my organization is ultimately responsible for the actions of the contractor while on this assignment.

_____ _____ _____
Signature of Exhibitor's Authorized Contact | Title | Date

Please Return to: Western States RCA • Attn: Joel Viera • 465 Fairchild Drive, Suite #210 • Mountain View, CA 94043 • Phone: (650) 938-5441 • Fax: (650) 938-5407 • Email: joel@wsrca.com