

Exhibitor Appointed Contractors (EACs)

What is an EAC?

An Exhibitor Appointed Contractor (EAC) is **any contractor** other than an Official Contractor that provides a service to an Exhibitor within his exhibit space. EAC's are independent contractors hired by exhibiting companies to perform services such as labor to build or dismantle their booth, booth supervision, booth design, independent display companies, delivery personnel, technicians, models, photographers, computer technicians, ANY SERVICE in your booth. It is the Exhibitor's responsibility to advise its Exhibitor Appointed Contractor (EAC) of all of the following.

NOTE: An EAC will be granted access to the exhibit floor ONLY if the EAC Request Form and Certificate of Insurance have been received and approved by WMA. There will be no exceptions. Questions regarding EAC's should be directed at asmith@worldmillworkalliance.com

Request to use an EAC

If you intend to use contractors other than the WMA's Official Show Management, Freeman, to assist in setting up or doing any other work in your booth then you **MUST** complete the following:

1. Exhibitors must submit the WMA EAC Request form to WMA. This form is submitted by exhibitors and identifies the EAC's they wish to use. **EAC Request forms are due August 26, 2022.** If correct information is not submitted by this date, there is the chance that the contractor will not be permitted on the show floor.

2. The EAC MUST submit (to WMA) an original **Certificate of Insurance**. The Certificate of Insurance is a General Liability Insurance Certificate naming World Millwork Alliance; its Directors, Officers, Agents and Employees; National Glass Association and the Las Vegas Convention Center as additional insured from **October 16-21, 2022**. The EAC shall, at its sole cost and expense, procure and maintain through the term of the 2022 WMA Annual Convention & Tradeshow, comprehensive general liability insurance against claims for Bodily Injury and Property Damage occurring in or upon or resulting from the premises leased by WMA. Such insurance shall include contractual liability and product liability coverage, with combined single limits of liability of not less than \$1,000,000. View the sample of the **Certificate of Insurance**. If WMA does not receive a Certificate of Insurance, it will be required that the exhibiting company and an exhibitor appointed contractor purchase insurance coverage on site with Rain Protection at \$94.00 per day.