



June 22-24, 2008
George R. Brown Convention Center
Houston, TX

An exhibitor-appointed contractor is any company other than the designated official contractors listed on the following pages, that provides a service (display installation and dismantling, florists, photographers, audio visual, etc.), and needs access to your exhibit at any time during installation, show dates or dismantling.

Exceptions to using the official contractors will be granted only if they do not interfere with or prejudice the orderly installation, interim services, or dismantling of the exhibits. An exception will not be granted if it is inconsistent with commitments made and obligations assumed by the Texas Restaurant Association and the Southwest Foodservice Expo and its agents in any contract with service contractors, or in its lease with the George R. Brown Convention Center. No exceptions will be made for the following services: electrical, plumbing, telephone, security, catering, freight-handling and rigging. On these services, the contractor designated by TRA and the Southwest Foodservice Expo must be used.

Should you utilize an exhibitor-appointed contractor for any service, you agree to indemnify and hold harmless TRA and the Southwest Foodservice Expo and its agents, and the exhibit facility from any act or situation that would cause TRA, the Southwest Foodservice Expo and its agents, and the exhibit facility to become liable or suffer losses, damages, injuries, claims, demands and expenses including legal expenses, due to the presence or actions of the exhibitor-appointed contractors.

The use of exhibitor-appointed contractors will be considered when the exhibitor has completed the following:

The exhibiting company is responsible for advising TRA and the Southwest Foodservice Expo and its agent, the name, address and contact name of their exhibitor-appointed contractor by completing the "Exhibitor-Appointed Contractor Authorization Form" following this page for each company being used.

Note: All forms must be received from the exhibiting company and include an original signature.

Deadline: May 23, 2008

All requests must be accompanied by original certificates of insurance from each exhibitor-appointed contractor. Photocopies will not be accepted. Insurance must include worker's compensation/employer's liability in the amount of \$1,000,000; and comprehensive general liability in the amount of \$1,000,000; and must meet the requirements established by the state of Texas; and must name the Texas Restaurant Association, the Southwest Foodservice Expo, and its agents as ADDITIONAL INSURED.

Deadline: May 23, 2008

EXHIBITOR-APPOINTED CONTRACTORS (EAC)



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**RETURN TO SHOW MANAGEMENT BY MAY 23, 2008
WITH PROPER CERTIFICATES OF INSURANCE
ONLY IF YOU ARE USING AN EAC**

If a Southwest Foodservice Expo exhibitor plans to use a firm other than the Official Service Contractors listed on the preceding page, the EXHIBITOR ONLY must complete and mail this form to Southwest Foodservice Expo Show Management no later than May 23, 2008.

If the exhibitor fails to supply this form by the date above, the Exhibitor-Appointed Contractor will not be permitted access to the exhibit floor to service the exhibit, and the work will be performed and/or supervised by the Official Service Contractor.

In no event may exhibitor use any service supplier on the exhibit floor other than the official contractors for electrical, utilities, telephone, catering, security, drayage, and rigging.

(Please Type)
Exhibiting Company: _____

Booth Number: _____ **Office Phone Number:** _____

Exhibitor Contact: _____ **Title:** _____

If you are using an exhibitor-appointed contractor, you agree to indemnify and hold-harmless the Texas Restaurant Association, the Southwest Foodservice Expo and its agents, and the exhibit facility from any act or situation which would cause TRA, the Southwest Foodservice Expo and its agents, and the exhibit facility to become liable or suffer losses, damages, injuries, claims, demands and expenses including legal expenses, due to the presence or actions of the exhibitor-appointed contractors.

Signature: _____ **Date:** _____

(TRA will accept this form only if signed by the Exhibitor key contact)

Type of work to be performed: _____

Independent Service Contractor/Display House: _____

Contractor Contact Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **Fax:** _____

All of the above information MUST BE COMPLETED in order to be accepted by TRA and the Southwest Foodservice Expo Show Management. The independent contractor's original certificate of insurance must be sent to TRA by the above deadline date. The certificate must name the Texas Restaurant Association, the Southwest Foodservice Expo and its Agents, as ADDITIONAL INSURED.

**Please return to:
Southwest Foodservice Expo Show Management
P.O. Box 1429,
Austin, TX 78767 - 1429**

EAC Authorization Form