If your organization intends to use the services of an exhibitor appointed contractor (EAC) for SIGGRAPH2013 you must complete this form. EAC's include, but are not limited to, installation and dismantle contractors, booth designers and builders, non-official florists, furniture suppliers, and laborers.

1. Complete this form and return it to Exhibition Management by **7 June 2013**.

2. Notify your exhibitor appointed contractor that a General Liability Certificate of Insurance is required by SIGGRAPH2013 and that the certificate must be forwarded to Exhibition Management by **7 June**.

**Exhibitor Appointed Contractor:**

Company Name ___________________________________________________________
Contact Name _____________________________________________________________
Street Address _____________________________________________________________
City, State, Province, Postal Code, Country _________________________________
E-mail Address ___________________________________________________________
Area Code and Telephone Number __________________________________________
Area Code and Fax Number ________________________________________________

This form will only be accepted if completed by an authorized representative of the exhibiting company.

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Keep a Copy for Your Files.

Return This Form To:

**SIGGRAPH2013**
Hall-Erickson, Inc.
Exhibition Management
Fax: 630.434.1216
E-mail: pmcquality@heiexpo.com

Exhibitor ____________________________ Booth No.____________
Phone (______)________________ Fax (______)________________
Authorized by _________________________ Date ______________
Auth. Signature _________________________