

RVC2018

Halifax, Nova Scotia
May 13-16

Rendez-vous Canada 2018 EXHIBITORS' APPOINTED CONTRACTOR(EAC)

Submitting this EAC form with an authorizing exhibitor signature acknowledges that you will abide by, are fully aware of and understand all show guidelines, rules, display regulations, requirements and union jurisdictions of this event. That you the exhibitor and the requested EAC have read the "EVENT Planner Toolkit" manual produced by the Halifax Convention Centre/HCC <https://www.halifaxconventioncentre.com/plan/event-planners-toolkit> , as well as the "Welcome Seller Info Kit" manual produced by RVC Show Management and Goodkey Show Services <http://rendezvouscanada.travel/wp-content/uploads/2018/03/RVC-2018-Order-Form-English-Rvsd-as-of-28-03-18.pdf>. These are available online for all interested parties to review.

This form may only be submitted by the exhibitor. Please complete one form per EACs and submit by deadline date (May 4, 2018).

RVC Show Management will not accept letters, telephone calls, or submissions in any other form or submissions in any form directly from third party vendors/contractors.

EAC's must upon request submit a Certificate of Insurance for a combined single limit of co-named insured **Rendez-vous Canada 2018 and Events East Halifax Convention Centre** of \$2 million bodily injury and property damage and/or \$2 million general aggregate with a \$2 million per occurrence limit. EAC contractors shall comply fully with RVC Show Management directives for move-in and move-out.

If you need further assistance, please email Jamie Rosewarne jrosewarne@tiac-aitc.ca or call (office) 613-238-9487, until May 7th and after on show site (cell) 613-601-1666.

Regulations and Procedures:

EACs are NOT ALLOWED to perform or provide these services and or labor (union rules and regulations apply) for the following areas:

Drayage, fork and genie lift operations, overhead rigging, electrical services, plumbing services, telecommunication services, booth cleaning, booth security and catering (F&B).

Note: Please complete ALL fields shown below:

Exhibitor Company Name: _____

Exhibiting Company Booth Number: _____

Exhibitor Contact Name and Title: _____

Exhibitor Address: _____

Exhibitor Telephone: (_____) _____

Exhibitor Mobile: (_____) _____

Exhibitor Email Address: _____

Exhibitor Appointed Contractor: _____

EAC Contact Name: _____

EAC Address: _____

EAC Telephone: (_____) _____

EAC Mobile: (_____) _____

EAC Email Address: _____

I have notified the above EAC of the Halifax Convention Centre/RVC Show Management Rules and Regulations governing EACs as specified in the “EVENT Planner Toolkit” manual produced by the Halifax Convention Centre/HCC <https://www.halifaxconventioncentre.com/plan/event-planners-toolkit> , as well as the “Welcome Seller Info Kit” manual produced by RVC Show Management and Goodkey Show Services <http://rendezvouscanada.travel/wp-content/uploads/2018/03/RVC-2018-Order-Form-English-Rvsd-as-of-28-03-18.pdf>.

Authorizing exhibitor, please sign your name here:

Name: _____ Date: _____

By submitting this EAC form with an authorizing exhibitor signature acknowledges that you the exhibitor will abide by, are fully aware of and understand all show guidelines, rules, display regulations, requirements and union jurisdictions on this event. That you the exhibitor and the requested EAC have read the “Welcome Seller Info Kit” manual produced by RVC Show Management and Goodkey Show Services, and the “EVENT Planner Toolkit” manual produced by the Halifax Convention Centre rules and regulations available online for all interested parties to review.

Rendez-Vous Canada c/o 600 – 116 Lisgar Street, Ottawa, Ontario, Canada K2P 0C2

Official Display Company –Goodkey Logistics, Calvin J. Goodkey, calvin@goodkey.com Tel (toll free): 1-877-726-2211