



MANDATORY EXHIBITOR FORM

WORK AUTHORIZATION FORM

Show Management allows exhibitors to appoint contractor firms other than Freeman to install and remove exhibits, so long as these firms conform to Expo regulations and do not disrupt the orderly installation and removal of the exhibition.

Exhibitors using exhibitor appointed contractors must abide by the following rules:

1. Exhibitors must notify Show Management & Freeman of the name of the service contractor firm, address and supervisor in attendance, before **JUNE 16, 2008**.
2. The service contractor must also notify Show Management by **JUNE 16, 2008**, of the names of all exhibiting companies for whom they have orders and the names of all their employees working the show, and **furnish proof of worker's compensation and liability insurance**.
3. Upon arrival at the exhibit hall, exhibitor-appointed service contractors must check in with Show Management.

Note: *The General Service Contractor, Freeman, is the official material handling and drayage contractor. In the sole opinion of Show Management, if exhibitor appointed contractor's work performance disrupts the orderly installation and removal of the exhibition, such firms will be immediately disqualified from working at the exhibition site and will be removed from the hall. The time constraints of move-in and move-out do not allow for disruptions of the planned work schedule.*

We will use the following independent service contractor in accordance with the **Texas Food & Fuel Expo Exhibitor Appointed Contractor Rules as listed above**.

The following agent has been engaged to arrange for services of our exhibit and the charges are to be invoiced as indicated:

_____ **Invoice Authorized Agent**

_____ **Invoice Exhibitor**

NON-OFFICIAL SERVICE COMPANY _____

COMPANY CONTACT _____

ADDRESS _____

CITY/ST/ZIP _____

PHONE _____

Please attach a list of additional independent service companies if applicable.

CONTACT (please print) _____

EXHIBITING FIRM _____

ADDRESS _____

CITY/ST/ZIP _____

PHONE _____ BOOTH # _____

SIGNATURE _____ DATE: _____

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RETURN NO LATER THAN JUNE 16, 2008