

## I&D EAC Rules

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The following is required:

- A. **Exhibitor must advise IDG World Expo by Email, Fax or Mail by September 1, 2008 of their intent to hire an outside installation and dismantle company or exhibit house.**
- B. The EAC must furnish proof of adequate insurance, in the form of an **insurance certificate** furnished by their broker to IDG World Expo's office by **September 1, 2008**. The insurance must include a minimum coverage of \$1,000,000 in bodily injury insurance, \$100,000 to \$500,000 in property damage and \$1,000,000 in liability and workers compensation, specific to E for All Expo move-in, show and move-out dates.\*\* The insurance certificate must name IDG World Expo Corp., International Data Group, Inc., GES Exposition Services Inc., and the Los Angeles Convention Center, their agents, directors, and employees as additional insured, as well as exhibiting company with booth number.

### **CONTACT:**

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If Show Management has not received your insurance certificate prior to move-in, the EAC will not be allowed access to the exhibit floor.

- C. All personnel must be properly badged at show site.
- D. The Exhibitor Appointed Contractor **MAY NOT** solicit business on the show floor.
- E. The Exhibitor Appointed Contractor must confine his operation to the exhibit area of his client(s). No service desks, storage areas or other work facilities will be located elsewhere in the exposition hall.
- F. The Exhibitor Appointed Contractor must comply with all labor agreements and practices, and must not commit or allow to be committed by persons in his employment, any acts that could lead to work stoppages, strikes or labor problems.
- G. The exposition floor, aisles, loading docks, service and storage areas will be under the control of the official service contractor, GES.
- H. If the Exhibitor Appointed Contractor fails to adhere to any of the guidelines listed above, the Exhibitor Appointed Contractor and persons in his/her employment will not be given access to the exposition hall to supervise the set-up and dismantle of their client(s)' displays.

*\*\*The EAC form and insurance certificate is not required from exhibitors who plan to setup and dismantle their own 10x10 booth with their own full-time bonafide employees.*