



FEBRUARY 13-15, 2018
 LONG BEACH CONVENTION CENTER » LONG BEACH, CA

EXHIBITOR APPOINTED CONTRACTOR REQUEST FORM
Deadline for Submission: January 5, 2017

An Exhibitor Appointed Contractor (EAC) is a company (other than the official service contractor listed in the Exhibitor Service Kit) that provides a service (for example, display and installation/dismantling of a booth) at Exhibitor's request and needs access to Exhibitor's booth during the installation and/or dismantling period.

To be considered for approval, this request form and the EAC's Certificate of Liability Insurance must be received at the same time and prior to the deadline set forth above.

PERMISSION FOR AN EAC TO PERFORM ANY OF THE FOLLOWING EXCLUSIVE SERVICES WILL NOT BE GIVEN: booth cleaning, electrical, plumbing, telephone or network services, drayage, rigging, security, or catering.

Each EAC must abide by the Exhibition Rules, Regulations and Conditions as well as all regulations outlined in the Exhibitor Service Kit and any regulations of the Exhibition hall.

Exhibitor _____ Booth _____

Contact Name _____ Title _____

Address _____ City/State/Zip _____

Telephone _____ Fax _____

Exhibitor Appointed Contractor _____

Contact Name _____ Title _____

Address _____ City/State/Zip _____

Telephone _____ Fax _____

I certify on behalf of Exhibitor that I have authorized the EAC named above to service Exhibitor's exhibit at Strategies in Light Co-Located with The LED Show and Lightspace California 2018. I further certify that Exhibitor has made the EAC aware of all rules and regulations applicable to Exhibitor for this Exhibition and Exhibitor assumes full responsibility for all acts or omissions of the EAC relating to the Exhibition or Exhibitor's participation in such Exhibition.

Exhibitor's Authorized Representative Title Date

MAIL, EMAIL OR FAX TO:
 Kelsey Howarter
 PennWell Corporation
 1421 South Sheridan Road
 Tulsa, OK 74112
 Fax: 918-831-9729
 Email: kelseyh@pennwell.com

FOR OFFICE USE ONLY:
 Approved _____ Date _____
 Rejected _____ Date _____
 By: _____