



Las Vegas Convention Center, Las Vegas, Nevada
Exhibit Days: October 30 – November 2, 2012
Education Days: October 29 – November 2, 2012

EXHIBITOR-APPOINTED CONTRACTOR (EAC) RULES

Exhibit Days / Hours

October 30 – November 1 9:00 a.m. – 5:00 p.m.
November 2 9:00 a.m. – 4:00 p.m.

Setup / Move-in Days / Hours

Thursday, October 25 8:00 a.m. – 6:00 p.m.
Friday, October 26 8:00 a.m. – 6:00 p.m.
Saturday, October 27 8:00 a.m. – 6:00 p.m.
Sunday, October 28 8:00 a.m. – 8:00 p.m.
Monday, October 29 8:00 a.m. – 10:00 p.m.

EAC may enter the hall at 7:30 a.m. on all set-up days

Move-Out Days / Hours

Friday, November 2, 4:00 p.m. – 11:30 p.m.
Saturday, November 3 7:30 a.m. – 6:00 p.m.
Sunday, November 4 7:30 a.m. – 12:00 p.m.

ORDER FOR SERVICE

- The EAC shall have a true and valid order for service from an exhibitor in advance of the Show setup date.
- The EAC shall not solicit business on the Show floor.
- The EAC will provide adequate notice to Show Management of the exhibitors who have retained them and the services to be performed for each exhibitor.

RULES AND REGULATIONS

- The EAC is responsible for adherence to the **Exhibitor Rules and Regulations** and the **Exhibit Display Regulations** in a timely professional manner, and shall complete the assigned services within the prescribed time limit.
- Prior to starting work, the EAC shall apply for badges for its own management personnel and any labor hired by the EAC and agrees to provide badges to all of its workers before they enter the Show.

PERFORMANCE

- If the EAC fails to conform to regulations and requirements established by Show Management, the EAC may be asked to relinquish its badges and vacate the premises. In this case, the exhibiting company will have to make other labor arrangements to complete the setup or teardown of its booth, at its own expense.
- Any damage to the facility, exhibit areas or property of another exhibitor caused by the EAC will be the sole responsibility of the Exhibitor.



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INSURANCE: LIABILITY

EAC must agree to obtain and maintain during the term of this Agreement a policy of comprehensive general liability insurance which consists of \$2,000,000 combined single-limit bodily injury and broad-form property damage, including broad-form contractual liability which names SEMA, ConvExx, Las Vegas Convention and Visitors Authority and Freeman as ADDITIONAL INSURED. EAC agrees that their insurance coverage will be of a "Best A" rating or better, and be primary and non-contributory to any other insurance coverage, and provides a Waiver of Subrogation in favor of SEMA, ConvExx, Las Vegas Convention and Visitors Authority and Freeman. The insurance required by this Agreement shall contain a provision which requires notification to Show Management 30 days in advance of any cancellation, non-renewal or material change in the policy terms. Contractor shall have its carrier provide Show Management with the Certificate of Insurance by e-mail to eac@sema.org no later than October 12. Click to review a sample **Certificate of Insurance**.

INSURANCE: WORKERS' COMPENSATION

EAC warrants that it has in full force at all times during the term of this Agreement a policy of workers' compensation insurance which meets all federal and state requirements.

BADGES

EAC may pick-up their badges in advance at the office of ConvExx, SEMA Show Management: 8:00a.m. – 5:00p.m. Monday-Friday. The office is located at:
ConvExx, SEMA Show Management
6865 S. Eastern Avenue, Ste. 101
Las Vegas, NV 89119

(10 minutes from McCarran Airport and 20 minutes from the Las Vegas Convention Center)

Badges may also be picked up at the Las Vegas Convention Center during set-up days listed above.

All employees must wear company identification in addition to the stickers supplied by Show Management. The Las Vegas Convention and Visitors Authority requires that all contractors comply with the Worker Identification System (WIS). EACs must submit and receive a WIS Badge for every individual working the Show. Apply for and receive the badge by going online at <https://www.workeridbadge.com/admin/home>.

UNIONS

Contractor services shall not conflict, violate or jeopardize in any way the existing labor regulations, agreements, contracts or relations; or cause any interference with or inconvenience to the SEMA Show or any exhibitor. Contractor shall adhere to the regulations established by the Las Vegas Convention Center and SEMA regarding entering and exiting the convention center grounds and any work conducted at the Las Vegas Convention Center.