



## **CONTRACTOR MUST PROVIDE CERTIFICATE OF INSURANCE**

The Exhibitor Appointed Contractor must provide Certificate of Insurance confirming that the EAC has in full force and effect, Worker's Compensation insurance, comprehensive general liability insurance, and automobile liability insurance which meet the following minimum standards:

- Worker's Compensation insurance, providing and meeting the requirements established by the State of Michigan must have authorization to do business in the State of Michigan.
- Comprehensive general liability Insurance, providing at least \$1,000,000 in coverage and naming:
  - *Reed Exhibitions a division of RELX Inc., ASM Global Parent. Inc. and the Detroit Regional Convention Facility Authority are named as additional insured and are provided the same coverage as the named insured, including the cost of defense, against claims for bodily injury or death and property damage occurring in or upon or resulting from the insured's use or occupancy of Huntington Place, Detroit unless such claim is determined by a court of competent jurisdiction to have arisen from the sole and gross negligence or the willful misconduct of an additional insured. The named insured coverage is primary and shall not require contribution from the additional insured insurance coverage*
- Automobile liability insurance, which includes all owned, non-owned and hired vehicles with minimum limits of \$1,000,000 bodily Injury and \$1,000,000 property damage liability.

## **RULES AND REGULATIONS GOVERNING EXHIBITOR APPOINTED CONTRACTORS**

- 1. IN ORDER TO ASSIST THE EXHIBITOR IN VERIFYING THE ACCURACY OF THEIR EXPENSES, A COPY OF THE ORIGINAL INVOICE, IS REQUIRED BY SHOW MANAGEMENT, TO BE SENT TO THE EXHIBITOR OF RECORD FOLLOWING THE CLOSE OF THE SHOW. BY ALL VENDORS.**
2. The Exhibitor Appointed Contractor will not solicit business on the show floor at any time, including installation, during the show, and dismantling.
3. The Exhibitor Appointed Contractor will share responsibility, with the Official Contractor, all reasonable costs incurred in connection with his operation, including overtime pay for stewards, security if necessary, restoration of the exhibit hall to its initial condition, custom marking of the floor, etc.
4. The Exhibitor Appointed Contractor will cooperate fully with the Official Contractors and will comply with existing labor regulations or contracts as determined by the commitment made and obligations assumed by Show Management in any contracts with the Official Contractors. Proper ID must be worn at all times. **EAC groups** from outside the United States are not allowed to perform labor. They are only allowed to supervise properly hired Union Labor. All booths set up and tear down labor, must be properly hired Union Labor.
5. The Exhibitor Appointed Contractor will not establish service desks of any type anywhere inside the exhibit hall. The EAC will utilize space as designated by Show Management, outside the exhibit hall.
6. Cameras or photography are prohibited on the exhibit floor without permission from Reed Exhibitions. With the approval of Reed Exhibitions, the EAC may photograph only the booth(s) with which they have contractual arrangements.
7. While aisle carpeting is being installed, jockey boxes, ladders and the EAC equipment must be removed completely from the show floor or be placed inside the booth being installed (if removal will not disrupt or damage the carpet after it is installed) or be placed in the EAC storage area.
8. Use of electric scooters by EAC is prohibited at all times.
9. EAC are not allowed on the show floor during open days of the show without a special EAC show day pass or wristband. EAC must be dressed in suitable attire at all times.
10. EAC are not authorized to have Exhibitor Badges.
11. The Exhibitor Appointed Contractor will refrain from placing an undue burden on the Official Contractors, especially by not interfering in any way with the Official Contractors' work. All outside parties must be registered and approved by Show Management to be an EAC on this event. They must also provide proof on insurance.
- 12. Union Rules and Regulations apply please see Shepard tab for greater detail.**

## **SHOW MANAGEMENT'S DISCRETIONARY RIGHTS**

**Show Management reserves the right, in its sole discretion, to withhold approval or to dismiss from the show, any service contractor whose participation in the show may, in the opinion of show management, lead to strikes, picketing, other labor action directed at the show, other disruption of the show, or interference with any of the exhibitors.**