



Exhibitor Appointed Contractors

An Exhibitor Appointed Contractor (EAC) is a company hired by the exhibitor, who is not an employee of your company or of an official show contractor. EACs are most often independent installation & dismantle companies but also include supervisors, technicians, photographers, audiovisual, floral, furniture, flooring, and any other contractors who are not the official contractors of the show but provide a necessary service at show site for the Exhibitor.

EXHIBITING COMPANY REQUIREMENTS

- Submit a [Notice of Intent to Hire an EAC](#) by 28, June 2024 to ensure your EAC can gain access to the exhibit hall. An EAC cannot complete this form on behalf of the exhibitor.
- Provide the EAC with any necessary information pertaining to the exhibit hall (i.e., utilities, order forms, dates, hours, shipping information, show guidelines, etc.)

EAC REQUIREMENTS

- Comply with all show guidelines in the [terms and conditions](#) and [SIGGRAPH Exhibit Construction Guidelines](#).
- Email a Certificate of Insurance (COI) to sales@rainprotection.net including all liability coverage requirements outlined below, by **28, June 2024**.

EAC LIABILITY INSURANCE REQUIREMENTS

When attaining the certificate of insurance (COI) from a carrier, please note the following requirements:

- Coverage must include Commercial General Liability in an amount no less than \$1,000,000 per occurrence, \$2,000,000 aggregate.
- Insurance must be in force during the complete facility access dates of 24, July, 2024 – 2, August, 2024.
- The certificate holder must be listed as: The Association for Computing Machinery (ACM), 1601 Broadway, 10th Floor, New York, NY 10019-7434.
- Additional insureds must be listed as: Association for Computing Machinery (ACM), Tradeshow Logic, SIGGRAPH 2024, Freeman, and Colorado Convention Center.

COI's must be emailed to sales@rainprotection.net by 28, June, 2024. If you do not have your own, or would rather not use your insurance, insurance is available for purchase through [Rainprotection](#), the official insurance supplier for SIGGRAPH 2024. [Click here](#) for more information about Rainprotection.