



## MANDATORY

### Exhibitors using an Exhibitor Appointed Contractor

**DEADLINE – Sept 2<sup>nd</sup>, 2024**

An EAC is an Exhibitor Appointed Contractor other than the Show Management appointed contractor. This includes any Contractor hired by the exhibitor to carry out the set-up, execution and tear-down of your exhibit for this event. If this applies to you please forward to your contractor so they may work within your exhibit space. Thank you.

**If you have an Exhibitor Appointed Contractor working with you, please fill out the information below:**

**Exhibiting Company:** \_\_\_\_\_

**Booth Number:** \_\_\_\_\_

**Exhibitor Appointed Contractor:** \_\_\_\_\_

**Phone number:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Contact:** \_\_\_\_\_

**Note:** Our office must receive your EAC information form 3 WEEKS prior to the show set-up.

1. **Email:** [insurance@mpltd.ca](mailto:insurance@mpltd.ca) (Insurance Coordinator)
2. **Mail:** Master Promotions Ltd. P.O. Box 565 Saint John N.B. E2L 3Z8

For any questions, please contact the insurance coordinator: [insurance@mpltd.ca](mailto:insurance@mpltd.ca) or 1-888-454-7469.